



le petit elephant

infant nursery ★ preschool ★ jrKindergarten

Cell Phone Policy

In order to maintain a safe and attentive place for the successful supervision of infants and children, personal cell phone use is not permitted during work hours, unless specifically assigned for picture-taking purposes.

LPE staff members are expected to avoid receiving personal calls while at work and to receive/accept only emergency or work-related calls during work hours on the business phone number 707-690-8797. Le Petit Elephant's phone number is only for work-related or urgent messages, so please give this number to anyone that might need to reach you during your work hours in case of an emergency or urgent matter.

Personal mobile/cellular telephones use (texting, phone calls, use of any apps, etc) in the classroom or playground is strictly prohibited. Please wait until your lunch break to use your mobile phone. Cell phone use is not permitted in the nap room or on the playground.

The first offense will result in a verbal warning, the second offense will result in a written warning, and the third offense could result in termination, at the discretion of the center's administrative staff.

I understand LPE's Cell Phone Policy and will abide by this policy in order to keep infants and children safe under my supervision.

Name: _____

Signature: _____

Date: _____