

FAIRFIELD COMMUNITY SCHOOL DISTRICT TEXTING AND TALKING ON HAND-HELD CELL PHONES WHILE DRIVING POLICY **EXCLUDING CDL DRIVERS**

Of increasing concern to the Fairfield Community School District are the dangers of distracted driving. Recent deadly crashes involving drivers distracted by talking and texting while driving highlight a growing danger on our roads. Numerous studies have demonstrated how the use of hand-held cell phones while driving pose a significant safety risk to motorists, their passengers and others on the road. In fact, according the National Highway Traffic Safety Administration (NHTSA), in 2008, nearly 6,000 people died in crashes involving a distracted driver.

Therefore, the Fairfield Community School District will no longer tolerate texting or talking on a hand-held phone while operating a district vehicle or while using a school district issued cell phone while operating a personal vehicle. This includes, but is not limited to, answering or making phone calls, engaging in phone conversations, reading or responding to e-mails and text messages.

Fairfield Community School District employees are required to:

- Turn cell phones off or put on silent, vibrate or connect to a hands free device before beginning the trip.
- Pull over to a safe place if a call must be made or received while on the road, unless already connected to a hands free device.
- Consider modifying voice mail greeting to indicate that you are unavailable to answer calls or return messages while driving.
- Inform clients, associates and business partners of this policy as an explanation of why calls may not be returned immediately.

Fairfield Community School District is concerned about the safety of its employees. It is our goal that if we lead by example, the practice of no texting or talking on hand-held cell phones while behind the wheel will spread throughout the community. Violations of this policy may lead to disciplinary action and denial of use of school vehicles and district cell phones.

Below is a Statement of Acknowledgement that says you have read and fully understand this policy. Please sign it and return it to your supervisor. If you have any questions regarding this policy please contact your supervisor.

I am aware of the policy prohibiting texting and talking on hand-held cell phones while operating a district vehicle. I fully understand the terms of this policy and agree to abide by them.

Employee Signature

Date

Employee Name (printed)