

## Students

**SUBJECT: USE OF INTERNET-ENABLED DEVICES DURING THE SCHOOL DAY**

The District consulted with local stakeholders including employee organizations representing each bargaining unit, parents, and students to develop this policy to prohibit the use of Internet-enabled devices by students during the school day on school grounds. This policy aims to ensure that students remain focused on their academic responsibilities throughout the school day, which includes all instructional and non-instructional periods such as homeroom, lunch, recess, study halls, and passing time.

For purposes of this policy, the following definitions apply:

- a) "Internet-enabled devices" means and includes any smartphone, tablet, wearable technology, (ie smartwatch, wireless earbuds) or other device capable of connecting to the Internet and enabling the user to access content on the Internet, including social media applications;

"Internet-enabled devices" does not include:

1. Non-Internet-enabled devices such as cellular phones or other communication devices not capable of connecting to the Internet or enabling the user to access content on the Internet; or
  2. Internet-enabled devices supplied by the District, charter school, or Board of Cooperative Educational Services (BOCES) that are used for an educational purpose.
- b) "School day" means the entirety of every instructional day as required by subdivision 7 of the Education Law Section 3604 during all instructional time and non-instructional time, including but not limited to homeroom periods, lunch, recess, study halls, and passing time.
- c) "School grounds" means in or on or within any building, structure, athletic playing field, playground, or land contained within the real property boundary line of a district elementary, intermediate, junior high, vocational, or high school, a charter school, or a BOCES facility.

Students are generally prohibited from using Internet-enabled devices during the school day anywhere on school grounds.

However, students may be authorized to use an Internet-enabled device during the school day on school grounds:

- a) If authorized by a teacher, principal, or the District for a specific educational purpose;
- b) Where necessary for the management of a student's health care;

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- c) In the event of an emergency;
- d) For translation services;
- e) On a case-by-case basis, upon review and determination by a school psychologist, school social worker, or school counselor for a student caregiver who is routinely responsible for the care and well-being of a family member; or
- f) Where required by law.

Students must be permitted to use an Internet-enabled device where the use is included in the student's:

- a) Individualized Education Program (IEP); or
- b) Section 504 Plan.

**On-Site Storage of Internet-Enabled Devices Including Cell Phones**

Students must store their Internet-enabled devices in designated on-site storage areas during the school day.

In grades Pre-k through 6, on-site storage areas may include, but are not limited to, student lockers, cubbies, storage bins in classrooms, or any other designated secure storage areas in the school's main office.

In grades 7-12 students will be placing internet enabled devices into secure, sealable bags designed to store and restrict access to such internet enabled devices. These bags will be stored in on-site storage areas which may include, but are not limited to, student lockers, or any other designated secure storage areas in an administrative office, or the school's main office. Any internet enabled devices and/or wearable technology that is too large to fit into a secured sealable storage bag must be stored in student lockers, or other designated secure storage areas in the school.

Students in grades 7-12 may also be permitted to carry these bags with them throughout the day, provided they do not attempt to open the bag and utilize their devices without permission or exemption as stated in this policy.

Designated on-site storage areas as noted in this policy are easily accessible to students, and provide adequate security to ensure the safekeeping of the student's devices.

The District will communicate the procedures for storing and retrieving devices, ensuring that students understand their responsibilities in using the on-site storage facilities provided.

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**Methods for Parents to Contact Students During the School Day**

To accommodate necessary communication, parents or persons in parental relation may use the following methods to contact their student during school hours while adhering to this policy:

- a) School Office, School Clinic, School Classroom Phones: Parents or persons in parental relation may call the school's main office, clinic or classroom and the staff can relay messages to the student or call the student to the phone to speak with their parent or person in parental relation.
- b) District Email: Parents and persons in parental relation may use the District email system to send messages. These emails may be monitored by school staff who can then pass the messages on to the students.
- c) School Public Address System: In case of an emergency, the school's main office can use the classroom public address system to notify students directly or ask them to come to the office.
- d) District Auto Dialer System: In case of an emergency, a school or the District can use the auto dialer system to contact parents and provide information or ask them to come to the school.
- d) School Messaging Application: The District uses a secure messaging application which allows parents or persons in parental relation to send messages to their student. The messages can be monitored and delivered by school staff.
- e) Written Notes: Parents or persons in parental relation can drop off written notes at the school's main office, which can then be delivered to the student by school staff.

Parents and persons in parental relation will be notified in writing of the methods that are available for contacting their student during school hours upon enrollment and at the beginning of each school year.

**Student Discipline for Accessing Internet-Enabled Devices During the School Day**

The District is prohibited from suspending a student solely for accessing Internet-enabled devices in violation of this policy.

The District will adhere to the following progressive discipline procedure for students who violate this policy:

First Infraction: Student will receive a warning, and will be provided with a copy of the policy for review.

Second Infraction: Immediate confiscation of the device. The device will be held for the day and will be returned to the identified owner by the main office and/or the dean's office at the conclusion of the school day. The Parent or person in parental relation will be notified, and informed regarding penalties for further infractions.

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Third Infraction: Immediate confiscation of the device. The parent or person in parental relation will be notified and informed regarding the penalty for a further infraction. The device will be held by the school in a secure location and will be only be returned to the parent or person in parental relation by the main office and/or the dean's office upon their request and retrieval.

Fourth Infraction: The student will no longer be permitted to bring the device to school to store in the secured bag. Should the student bring the device to school, it will be confiscated and held by the school in a secure location for the remainder of the school year. Return to a parent or person in parental relation will be determined through review on a case by case basis by the Superintendent or designee.

**Posting and Translation of Policy**

The District will post this policy in a clearly visible and accessible location on its website. Translations of the policy into the 12 most common non-English languages spoken by limited-English proficient individuals in the state will be provided upon request by a student or other persons in parental relation to a student.

**Reporting and Mitigation Action Plan**

Beginning September 1, 2026 and annually thereafter, the District will publish an annual report on its website detailing enforcement of this policy within the District in the prior school year. This report will include non-identifiable demographic data of students who have faced disciplinary action for non-compliance and analysis of any demographic disparities in enforcement of this policy. If a statistically significant disparate enforcement impact is identified, the report will include a mitigation action plan.