

CELL PHONES/ELECTRONIC COMMUNICATIONS

SUBJECT: STUDENT USE OF PERSONAL TECHNOLOGY

The Board of Education seeks to maintain a safe and secure environment for students and staff. Advances in technology have made it possible to expand the learning environment beyond traditional classroom boundaries. The use of personal technology devices is ubiquitous in today's society and standards for student use during non-instructional time should adapt to this change. This policy defines the use of personal technology during non-instructional times and reinforces the standard that all use, regardless of its purpose, must follow the guidelines outlined in the Student Acceptable Use Policy (AUP), the District's *Code of Conduct*, and the Dignity for All Students Act.

Personal technology includes all existing and emerging technology devices that can take photographs; record or play audio or video; input text; upload and download media; connect to or receive information from the internet; and transmit or receive messages, telephone calls or images. Examples of personal technology includes, but are not limited to, cell phones, iPods and MP3 players; iPads, tablets, and other eReaders, personal laptops, netbooks, other computing devices, cameras, other photographic equipment, scanning devices, wearable devices/smart wearable, health wearables, headphones, headsets, in-ear headphones, earbuds, or any other device capable of recording audio, photographic, or video content, or capable of viewing or playing back such content, or sending/receiving text, audio, video messages. Other unacceptable devices shall include, but are not limited to, gaming devices or consoles, laser pointers, modems or routers, and televisions.

There will be red and green zones to identify appropriate spaces in which personal devices may be used. All personal electronic devices are not permitted in red zones. All areas of the school are considered red zones *except* hallways and the cafeteria. These areas are considered green zones. To assist students with the understanding of zones, all classrooms, including the gymnasium, will contain a basket in which students will be required to place their personal devices.

Personal technology use by students is *not* permitted during the school day except in the hallways and cafeteria. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in such use.

Non-Instructional Uses

Appropriate use of personal technology during non-instructional time in green zones is allowed if students follow the guidelines in the AUP and *Code of Conduct*. Non-instructional use includes only texting while in the cafeteria and hallways in-between classes (no phone calls). Additional non-instructional time includes after school activities (with advisor's discretion) and on buses (at driver's discretion).

Liability

The District shall not be liable for the loss, damage, misuse, or theft of any personal technology brought to School. The District reserves the right to monitor, inspect, and/or confiscate personal technology when administration has reasonable suspicion to believe that a violation of school policy or criminal law has occurred.

The Board expressly prohibits use of personal technology in bathrooms, locker rooms, weight room area, gymnasium, hallway outside of gymnasium during school hours, library offices, detention, and ISS. Video and camera use are not allowed unless authorized by administration. Cell phone use during fire drills, lockdowns, and evacuations is strictly prohibited. The charging of cell phones is prohibited.

Cell phone use is not permitted for students in grades K-6.

Prohibition during State Assessments

All students are prohibited from bringing electronic devices into a classroom or other location where a New York State assessment is being administered. Test proctors, test monitors and school officials shall have the right to collect prohibited electronic devices prior to the start of the test and hold them while the test is being administered, including break periods. Admission to any assessment will be denied to any student who refuses to relinquish a prohibited device.

Students with disabilities may use certain devices if the device is specified in that student's IEP or 504 plan or a student has provided medical documentation that they require the device during testing.

Permission

Students will not be permitted to use personal technology devices in school or at school functions until they have reviewed the AUP, and *Code of Conduct*. The District reserves the right to restrict student use of District-owned technologies and personal technology on school property or at school-sponsored events, at the discretion of the administration.

Students must follow the guidelines for use set out in the District *Code of Conduct* and the Acceptable Use Policy at all times. Consequences for misuse will follow guidelines in the District's *Code of Conduct*. The District will develop regulations for the implementation of this policy that shall include, but are not limited to, instructional use, non-instructional use, liability, bullying and cyberbullying, and privacy issues.

NOTE: Refer also to Policies #7315 -- Student Use of Computerized Information Resources
 #7550 -- Dignity for All Students Act
 #7552 -- Bullying in the Schools
 #8271 -- Internet Safety/Internet Content Filtering Policy

Violation of the CELL PHONES/ELECTRONIC COMMUNICATIONS Policy described above will result in the following consequences.

1st Offense: Phone turned into the main office, student may pick up at the end of the day

2nd Offense: Phone turned into the main office, parent must pick up at the end of the day, after-school detention assigned

3rd Offense: Phone turned into the main office, parent must pick up at the end of the day, in-school suspension assigned

Subsequent Offenses: Detentions and in-school suspensions will be assigned at the discretion of the principal. The consequence for further violations may also result in the loss of cell phone/electronic device in school.

*Any student refusing to give his/her phone or electronic device to a staff member when asked will be considered insubordinate and will be assigned a full day of ISS. Changes to this procedure for violations will occur if deemed necessary by the administration.

1ST OFFENSE DATE _____

2ND OFFENSE DATE _____

3RD OFFENSE DATE _____

STUDENT SIGNATURE: _____ DATE: _____

PARENT SIGNATURE: _____ DATE: _____

No electronic device, including cell phones, may be used to take pictures or videos without the consent of the person being photographed or video recorded. Voice phone calls are never allowed.

Pictures or video recordings taken during the instructional school day (7:45am-3:00pm) will result in the loss of cell phone/electronic device in school.

Appropriate Allowable Use At Any Time ONLY

Hallway between classes

Cafeteria/Lunch Time

CELL PHONE & PERSONAL ELECTRONIC DEVICE AGREEMENT

All students bringing a cell phone or personal electronic device(s) must sign and return this Cell Phone and Personal Electronic Device Agreement. The purpose of the boundaries expressed in this Agreement pertaining to personal cell phone and electronic device use is to **maintain an academic focus and preserve a safe school environment.**

The following two zones were created for the purpose of indicating where cell phones and personal electronic devices can be used:

- **RED ZONE:** While in a RED ZONE, student use of any personal electronic device (cell phone, smart watch, tablet, etc.) is restricted. Red zones are defined as follows:
 1. Instructional classrooms (including the library and gymnasium) and offices. Personal electronic devices must be stored in the manner provided and outlined by the school, this being in classroom bins by the time the bell rings, which signifies the start of instructional time, and must remain in the storage area until the bell rings for the end of class.
 2. **Study halls, detention, locker rooms, and bathrooms: USE IS STRICTLY PROHIBITED**
- **GREEN ZONE:** While in a green zone, student use of personal electronic devices (cell phone, smart watch, etc.) is allowed under the assumption of responsible use. Green zones are defined as:
 1. Cafeteria, high school hallways, and buses (with driver permission).

Student Expectations and Requirements:

- Refusing to surrender a phone or personal electronic device to a staff member when asked will be considered insubordination and, per our Code of Conduct, will be assigned an after-school detention.
- Use of any personal electronic device to send harassing or threatening messages to another person via any form of social media or texting will result in significant consequences and may include State Police involvement and/or the loss of privilege to carry a phone or personal device during the school day. This includes personal exchanges which occur outside of the school day that is brought to administration, which result in a disruption to the learning environment.
- Under no circumstances should pictures, videos or audio recordings be taken of another person while in school. In addition, “selfies” or self-recordings which are also prohibited. Significant consequences will result if either occurs, which may also include a referral to law enforcement, a suspension and forfeiture of cell phone privileges for the remainder of the year.
- If a student is observed using a cell phone or personal electronic device during an assessment without authorization, a zero will be assigned for the assessment, the student’s parent will be notified by the teacher, and an additional consequence will be assigned.

Revised 8/5/2024

- Students will be expected to relinquish their cell phone to a building administrator when serving an In-School Suspension.
- Headphones or earbuds are NOT permitted to be used during the school day.
- Students cannot bring distracting or disruptive devices such as beepers, scanners, pagers two-way radios, and laser pointers into school or on buses. The exception to this may be those students serving on volunteer fire or EMS departments, with permission.
- School personnel shall not be liable for the loss, damage, misuse, or theft of any personal technology brought to school. If a student decides to bring his/her device or cell phone to school, he/she assumes the risk of damage or theft and is therefore recommended to take any and all precautions to prevent such outcomes (ie. keeping it stored in a locker protected by a secure lock and refraining from sharing lockers or combinations with friends.
- Office phones are available if a student needs to contact a parent or if a parent needs to leave a message for their child to avoid disruptions to learning and possible consequences resulting from violating any of the aforementioned expectations regarding responsible cell phone use.
- Administrators reserve the right to monitor, inspect, and/or confiscate personal technology when administration has reasonable suspicion to believe that a violation of school policy or criminal law has occurred.

Failure to follow this agreement will result in progressive discipline in accordance with the Code of Conduct.

Student Signature

Date

Parent Signature

Date