



Erika Hurtado-Valentino, Founding Principal

53-16 Northern Boulevard, Woodside NY 11377

Dear Parents,

We will be making our school a phone-free space to improve teaching and learning using a system called Yondr. Yondr has been implemented in over 1,000 schools across 21 countries to facilitate an engaged learning environment. Our policy stated below can also be found on our website: NSHS.NYC.

The Yondr Program utilizes a simple, secure pouch that stores a phone. Every student will secure their phone in an assigned Yondr pouch when they arrive at school. Students will maintain possession of their phones and will not use them until their pouches are opened at the end of the school day. Students are responsible for their pouch. If there is an emergency and you would like to get in contact with your child, please reach out to Ms. Sherley Reyes, Parent Coordinator at (332) 253-5267. Please contact Ms. Reyes if you need to update your email/phone number to ensure communication during an emergency situation.

Students are in possession of their phone - in their Yondr pouch - for the entire school day. We will advise students to store the pouch in their backpacks. Students are responsible for their personal belongings.

In case of a school emergency, we direct our students to safety first, following our school emergency preparedness protocol. We will communicate with our families via email and Kinolve messaging.

DOE Policy:

A. Students may not use personal internet-enabled electronic devices during the school day (7:40 AM - 2:34 PM). *At NSHS, the cell phone policy extends and includes after school activities such as tutoring sessions, and clubs (2:34 pm - 4:00 pm). Exception: Early dismissal days will follow a set schedule for the day, and phones will be unlocked upon dismissal.*

B. Students may be permitted to use internet-enabled electronic devices that are school-provided during the school day except as set forth in II D – II F below.

C. Students may be permitted to use non-internet enabled electronic devices during the school day except as set forth in II D – II F below.

D. Electronic devices may not be used during the administration of any school quiz, test, or examination unless such use has been explicitly authorized by the school or is contained in an Individualized Education Program ("IEP") or Section 504 Accommodation Plan ("504 Plan").

E. Electronic devices may not be turned on or used during school fire drills or other emergency preparedness exercises.

F. Electronic devices may not be used in locker rooms or bathrooms.

Electronic devices include:

1. Cell phones, smartphones, smartwatches, and other similar communication devices ("communication devices");
2. Laptops, tablets, iPads, and other similar computing devices ("computing devices"); and
3. Portable music and entertainment systems (such as MP3 players and game consoles).

Exceptions:

Any exceptions to this policy must be approved by the Principal or designee. Requests for exceptions should be submitted in writing by September 10, 2025 and will be reviewed based on established criteria aligned with CR A-413 regulations. Parents must submit all exception requests to Assistant Principal Maria Argyris at MARGYRI@schools.nyc.gov. Parents will be notified by the 12th of September if the request is approved or not. All newly enrolled students/families, who wish to submit a request must do so within 5 business days of enrollment. Parents will be notified if the request is approved or not within 3 business days.



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Students who need access to a phone during the day to speak to a parent, when necessary, may go see the Guidance Counselor in room 606. For those students with approved exceptions, they must see AP Argyris upon arrival during morning entry or in room 644.

Lost or Stolen/Damaged Device Protocol:

If a student reports that an electronic device was stolen or damaged at school, schools will:

- Notify the family.
- Enter an occurrence in the Online Occurrence Reporting System (OORS).
- Notify the New York City Police Department (NYPD) if theft or other criminal activity is suspected.
- Investigate the report and take appropriate disciplinary action in accordance with the NYCPS Discipline Code.
- Inform families that they may file a claim with the [New York City Comptroller's Office](#)

If you have any questions, please do not hesitate to contact the school directly at **(332) 253-5267** or join our upcoming **30-minute virtual meeting** about the adoption of Yondr on **September 3rd, 2025, at 5:00 PM**. During this session, we will discuss the protocol for distributing the pouches, as well as procedures for the beginning and end of the school day. Further details will be reviewed to ensure everyone is informed.

2025-2026

NSHS DAILY CELL PHONE / YONDR POUCH PROCEDURE

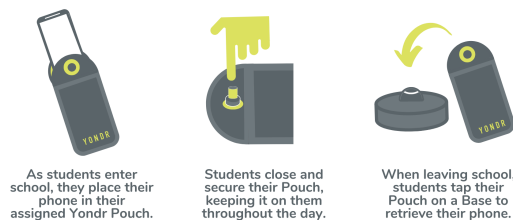
Arrival and Pouch Locking:

- Students arrive at the QIC campus and enter through the main entrance.
- After swiping their ID cards, students proceed to the Northwell School of Health Sciences (NSHS) Yondr Station on the 1st floor.
- Each student must turn off all devices.
- Each student receives one unlocked Yondr pouch.
- Students place all electronic devices (cell phones, AirPods, headphones, Apple Watches, etc.) inside the pouch.
- A staff member securely locks the pouch and returns it to the student.
- Students must keep the locked pouch inside their bookbags or lockers throughout the school day.

Dismissal and Pouch Unlocking:

- At dismissal, students return to the NSHS Yondr Station on the 1st floor.
- A staff member unlocks the pouch.
- Students remove their devices.
- Students place the empty pouch in the designated bin before leaving.
- Students leave the building

How Yondr Works





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The Yondr pouch is property of The Northwell School of Health Sciences. If a student damages their Pouch or is caught on their phone, Administration will collect the phone/Pouch and the following actions will be taken:

- **1st Offense:** Parents will be notified. The phone will be confiscated and locked in the Assistant Principal's office. The phone will be returned to the student at the end of the school day during dismissal. Additionally, parents will be responsible for paying to replace or repair any damaged pouches. Damage consists of any signs that the physical integrity of the pouch has been compromised, whether intentional or unintentional, as determined by the school or Yondr staff. The cost to replace each pouch is \$30. The incident will be documented in OORS.
- **2nd Offense:** Parents will be notified. Parents will need to come to the school to pick up their child's phone. Additionally, parents will be responsible for paying to replace or repair any damaged pouches. Damage consists of any signs that the physical integrity of the pouch has been compromised, whether intentional or unintentional, as determined by the school or Yondr staff. The cost to replace each pouch is \$30. The incident will be documented in OORS.
- **3rd Offense:** Continued disregard for our Yondr pouches, will result in school administration collecting the phone daily during morning entry. The phone will be stored in a locked safe and returned at the end of the school day for the remainder of the school year. Additionally, parents will be responsible for paying to replace or repair any damaged pouches. Damage consists of any signs that the physical integrity of the pouch has been compromised, whether intentional or unintentional, as determined by the school or Yondr staff. The cost to replace each pouch is \$30. The incident will be documented in OORS.
- ❖ **While students will not be suspended solely for accessing a personal internet-enabled device in violation of policy, progressive discipline measures will be taken and will be consistent with NYC DOE Discipline Code. Consequences may include: loss of privileges, detention and/or suspension. Please note that a Range of Possible Disciplinary Responses will be taken pending the 5 levels of infractions, based on the severity:**
 - *Level 1 — Uncooperative/Noncompliant Behavior*
 - *Level 2 — Disorderly Behavior*
 - *Level 3 — Disruptive Behavior*
 - *Level 4 — Aggressive or Injurious/ Harmful Behavior*
 - *Level 5 — Seriously Dangerous or Violent Behavior*

In an effort to best serve your child, we appreciate your full support in adoption of the Yondr Program at our school.

Thank you,
Erika Hurtado-Valentino
Founding Principal