CELL PHONE & ELECTRONIC DEVICE POLICY

Purpose

To create an environment conducive to learning by minimizing distractions caused by cell phones and other personal internet-enabled electronic devices, ensure the safety and focus of all students during the school day, and follow Education Law §2803, effective August 1, 2025, all New York State schools are required to adopt a policy that prohibits the use of personal internet-enabled devices during the school day on school grounds. An "internet-enabled electronic device" is defined as an electronic device capable of connecting to the internet and enabling the user to access content on the internet. Examples of such devices include cell phones, smartphones, smartwatches, laptops, tablets, iPads, and portable music and entertainment systems.

Policy Statement

Students will not be permitted to use or access their personal internet-enabled electronic devices upon arrival at school until the end of the school day. The school day is defined as the period from the moment students enter the school building until the last class of the day ends, including during lunch. The school day starts at 8:00am and ends at 3:20pm. Students will be able to use school/NYCPS-issued devices during the school day.

Benefits Of This Policy Include:

- **Increased Academic Focus**: Students are more attentive in class, retain more information, and participate more actively in discussions and collaborative work.
- **Improved Social Skills**: Face-to-face interactions foster stronger peer relationships, better communication skills, and greater emotional intelligence.
- **Enhanced Mental Health**: Reducing screen time during the school day has been shown to lower anxiety, reduce stress, and promote overall well-being.
- **Minimized Cyberbullying and Online Distractions**: Keeping devices locked during the day prevents access to harmful or inappropriate content, social media conflict, and unwanted communication.
- **Strengthened School Community**: A shared commitment to a phone-free environment builds mutual respect and encourages positive school culture.

1. **Collections/Storage**
    - The school will provide students with assigned Yondr pouches, which students will keep for the entire school year:
        - Upon arrival, students must power off their devices
        - Students will place their devices in their assigned Yondr Pouch and secure it in front of school staff at the main entrance prior to going through scanning.
        - Students will store their locked pouches on their person for the day.
        - At the end of the school day, students will unlock their Yondr pouch at one of the following locations on the 3rd floor: by exit 1/2, exit 3/4, exit 7/8, exit 9/10, as well as by Rooms 301, 307, 318, 325, and Gym Hall.
        - They will remove their device(s) and lock their Yondr pouches before leaving the school.
        - Students with approved early dismissal will be able to unlock their Yondr pouch or retrieve their device in the main office, room 301A.
        - In the event that the student loses or damages the Yondr pouch, the school will require a $24.75 fee for a replacement.
        - Students who are late arrivals and/or are unprepared for school (ID, backpack, uniform, Yondr Pouch which are all materials provided by WVHS) must:
            - Turn in their phone and any smart devices at the designated check-in station at the school entrance**.**
            - Devices will be stored by school staff and returned after dismissal at 3:30 PM in an assigned classroom per grade. Posters indicating assigned rooms are posted in the hallways.
2. **Emergency Communications**
    - In case of emergency or exigent circumstances, parents or guardians can call one of the points of contact below:
        - **Main Office**: 718-601-0391 Extension 3062, 3063, 3061 or 3831
        - **Parent Coordinator, Ms. Frias**: 347-873-4853
        - Student's Guidance Counselor:
            - **Ms. Rivera** at 718-601-0391extension 3834
            - **Ms. Mora** at 718-601-0391extension 4111
            - **Ms. Vargas** at 718-601-0391extension 3833
            - **Ms. Santiago** at 718-601-0391extension 3184
    - In case of emergency or exigent circumstances, students may access phones in the main office, room 301A to reach their parents or guardians.
    - In case of emergency or exigent circumstances, the school will use the DOE's messaging system to communicate information to parents or guardians.
        i. Here is how parents/guardians ensure that their contact information is accurate automated messaging system (found on NYC Schools Account NYCSA):

1. Visit https://schoolsaccount.nyc and select the "Create Account" link found on the login page if one has not been created already.
2. Enter your name, email address, and cell phone number to begin receiving notifications. You can create a basic account without an account creation code, but to link your student to the account, you will need the code.
3. Select "Validate Email" after you have entered your contact information. Keep this page open.
4. Open your email to get the validation number. Enter the number into the "Validate Email" page.
5. Proceed to create your password.
6. Proceed to create your account security questions.
7. Enter the unique Account Creation Code, which is specific to you and your student.

3. Exceptions

- Students are allowed to use their device if they have an individualized education program (IEP) or 504 Plan that includes use of an internet-enabled device, and do not have a DOE-issued device, or the school cannot provide one for such purpose.
- Parents/guardians must contact Caren Lucarelli, Assistant Principal of Tone and Culture, at 718-601-0391extension 3181, if a student requires an exception for reasons such as: medical monitoring/treatments (for example to monitor blood sugar or other similar circumstances), if student is a caregiver, for approved language purposes (such as translation or interpretation services if no other means are available), or where otherwise required by law.
- The principal/designee may authorize use for an educational purpose.
- Exceptions will be processed and approved within one week of the parents/guardians' completion and submission of all the required documentation for the request.

4. Discipline

- Students who use electronic devices in violation of the NYCPS Discipline Code, the school's policy, Chancellor's Regulation A-413, and/or the NYCPS Internet Acceptable Use and Safety Policy ("IAUSP") will be subject to progressive discipline. This means that the disciplinary responses will escalate based on the nature and frequency of the violation. As provided in the State law, a student may not be suspended solely on the grounds that the student accessed a personal internet-enabled device in violation of school policy.
    - Any use or visible possession of electronic devices during the school day will result in immediate **confiscation** of the device. **Parents/guardians**

will be notified to come in and pick up any confiscated device; the device will not be returned to the student.

- Disruption to instruction in the classroom due to noncompliance of the electronic policy may result in a classroom removal.
- A **parent/guardian pre-suspension conference** may be scheduled to address ongoing non-compliance and establish clear expectations.
- Repeated incidents of insubordination (i.e. refusal to surrender or store a device) **may** result in a suspension.

5. Damaged, Lost, or Stolen Property

- **World View High School holds no liability** for cellular phones and/or other electronic devices, including, but not limited to, laptops, tablets, iPads, and other similar computing devices ("computing devices"), communications watches, and portable music and entertainment systems.
- In the unlikely event that an electronic device is stolen or damaged at school, parents can submit a claim to the Comptroller's Office. More information on submitting a claim is available on the Comptroller's webpage.

We appreciate your cooperation in helping us maintain a focused and productive learning environment. If you have any questions or need further clarification regarding these policies, please do not hesitate to contact Caren Lucarelli, Assistant Principal of Tone and Culture, at 718-601-0391extension 3181.