



The Harry T. Stewart, Sr. Magnet School
For Engineering, Architecture & the Arts
PS 92 Queens

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Ms. D Morales, Principal

J. Gentile, Assistant Principal, R. Valerio (IA) AP

School 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 school 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. An internet electronic enabled device is defined as an electronic device capable of connecting to the internet and enabling the user to assess content on the internet. Examples of such devices:

- Communication Devices: cell phones, smartphones, smartwatches
- Computing Devices: tablets, laptops, iPads
- Portable Music and Entertainment Systems: MP3 players, games consoles

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 8:20am and ends at 2:40pm. Students will be able to use school/NYCPS-issued devices during the school day.

1. COLLECTION/STORAGE

- Upon arrival, students must power off their devices.
- Place their devices into a safety pouch provided by the school.
- Secure and lock the pouch in the presence of a staff member
- Store locked pouches in their backpack for the entire day
- At the end of the day students will give the safety pouch back to a staff member.
- The device will be taken out of the pouch and returned to the student.
- Pouches will be collected by the staff members at the end of each day.

2. EMERGENCY COMMUNICATIONS

- In case of an emergency parents or guardians can call the main office and speak to any of the staff members (school secretary or school aides) at 718-533-1013 or email parent coordinator Ms. Melendez (amelendez2@schools.nyc.gov) to reach their child.
- In case of an emergency, students may come to the main office and request that we call their parents or guardians.
- In case of an emergency, the school will use Classdojo to communicate information to parents or guardians email.
 - Please make sure you all have your child's classdojo information so you are able to contact the teacher if there is an emergency.

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 for such purpose.
- Parents/guardians must contact the IEP teacher Ms. Diaz (kdiaz1@schools.nyc.gov) if a student requires an exception for reasons such as: medical reasons (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.
- Exceptions will be processed and approved within 72 hours (three business days).

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

- 1st – Reminder
- 2nd – Verbal Warning
- 3rd – The device will be confiscated until the end of the day
- 4th – Guidance Counselor Support
- 5th – Meeting with Parent/Guardian
- 6th – Request the device be left at home



- 7th – Referral for further disciplinary action
- 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. Repeated incidents of insubordination (i.e. refusal to surrender or store device) **may** result in a suspension **if approved** by the Office of Safety and Youth Development.

5. OTHER: If lost or stolen

- 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 either assistant principal, Ms. Valerio (Rvalerio@schools.nyc.gov) or Mr. Gentile (jgentile@schools.nyc.gov).