LEADERSHIP - INTEGRITY - TENACITY
Ms. Alice Bajaña-Vega, Principal
Ms. Fay Brown Satchell, Assistant Principal
Ms. Danielle Piderit, Assistant Principal
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Bronx High School of Business Cell Phone & Electronic Device Policy

Dear families:

We hope you are enjoying a restful and safe summer. As we prepare for the upcoming school year, we want to inform you of our Cell Phone and Electronic Device policy. To 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 or Chromebooks
- Tablets
- iPads
- Portable music and entertainment systems
- Smart glasses or other wearable tech (

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. Please refer to our bell schedule (included with this notice) for the school day start and end time. Students will be able to use school/NYCPS-issued devices during the school day.

Below is the Bronx HIgh School of Business Cell Phone & Electronic Device Policy. **Students are not permitted to bring personal technology into the school building.** This includes, but is not limited to:

- Cellphones
- Smartphones
- Smartwatches
- Earbuds and headphones
- Smart watches

- Personal iPads or tablets
- Personal laptops or Chromebooks

1. **COLLECTION/STORAGE**
    - Upon arrival, students must power off their devices. Each student will be provided with a secure pouch to store these items. School staff will be set up by the scanning entrance (Morris Avenue) between **7:30 AM and 9:30 AM** to collect pouches and store them safely If students arrive after this window, devices will be collected at the Main Entrance on 172nd Street.
    - Devices will be distributed by teachers at the end of the school day in their ninth period classroom.
    - Students who were late or had their device confiscated at scanning will have to pick up their device from the **Dean of Students in Room 127.**
    - Students with approved early dismissal will retrieve their devices from **Ms. Berrios is the Main Office, Room 129.**.

2. **EMERGENCY COMMUNICATIONS**
    - In case of emergency or exigent circumstances, parents or guardians can call **(718) 410-4060, ext. 1294 or 1295** to reach their child.
    - In case of emergency or exigent circumstances, students may access phones from **our Main Office, Room 129** to reach their parents or guardians.
    - In case of emergency or exigent circumstances, the school will use **Jupiter and GAMA** to communicate information to parents or guardians.
        - Parents/guardians can access the GAMA automated messaging system by setting up their NYCSA account, if they have not already done so. Directions for setting up a NYCSA account can be accessed here or by scanning the QR Code below.

1. **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 Luis Ortiz, Parent Coordinator at **(718) 410-4060 ext. 1294** if a student requires an exception for reasons such as: medical monitoring/treatment (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 5 school days from the date of request.

1. **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. 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.

2. **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 the Dean of Students, at (718) 410-4060 extension 1274.

Alice Bajaña-Vega
Principal