



SCHOOL-BASED POLICY OF SPRUCE STREET SCHOOL FOR USE OF CELL PHONES, COMPUTING DEVICES, AND PORTABLE MUSIC AND ENTERTAINMENT SYSTEMS ON SCHOOL PROPERTY

Subject to the rules below, students are permitted to bring electronic items to school, including but not limited to: 1) cell phones; 2) laptops, tablets, iPads and other similar computing devices, and 3) “portable music and entertainment systems”, such as iPods, Kindles, MP3 players, cameras or other photographic equipment, PSP, Nintendo DS, and any other device capable of recording audio, photographic or video content.

See below for more information regarding usage restrictions, confiscation, and discipline.

A. The use or display of cell phones, computing devices and portable music and entertainment systems at school is subject to the restrictions below.

1. Cell phones, computing devices, and portable music and entertainment systems may not be turned on or used during school hours.
2. Cell phones, computing devices, and portable music and entertainment systems may not be turned on or used during after-school programs or field trips.
3. Cell phones and portable music and entertainment systems may not be turned on or used during the administration of any school quiz, test or examination.
4. Computing devices may not be turned on or used during the administration of any school quiz, test or examination, except where such use has been explicitly authorized by the school or is contained in an Individualized Education Program or Section 504 Accommodation Plan.
5. Use of cell phones, computing devices, portable music and entertainment systems and other electronic devices during the administration of state standardized examinations is governed by State Education Department Rules.
6. Cell phones, computing devices and portable music and entertainment systems may not be turned on or used during school fire drills or other emergency preparedness exercises.
7. Cell phones, computing devices, and portable music and entertainment systems may not be used in locker rooms or bathrooms.

B. Confiscation and return of electronic items

If students use or display cell phones, computing devices, and/or portable music and entertainment systems in violation of the school policy the device will be confiscated and returned as described below:

1. The school staff member who sees the students with the device in a manner inconsistent with school policy will confiscate the item and take it to the office where it will be stored in a locked area.
2. The student’s parent or guardian will be informed by phone, email, or in person.



ent or guardian will be required to pick up the confiscated device.

4. If a device is used or displayed in a manner inconsistent with school policy more than 3 times in a school year, the student's right to bring that device to school will be revoked for that school year.

The school is not liable or responsible for lost, stolen, and/or damaged cell phones, computing devices, and portable music and entertainment systems.

C.Discipline

Students who use or display cell phones, computing devices, and/or portable music and entertainment system in violation of any provision of the DOE's Discipline Code, the school's policy, Chancellor Regulation A-413, and/or the DOE's Internet Acceptable Use and Safety Policy ("ISUSP") will be subject to discipline in accordance with the guidance interventions and disciplinary responses set forth in the Discipline Code.