

**MARCH, 2015**

**P.S./I.S. 104 POLICY REGARDING THE USE OF CELL PHONES, COMPUTING DEVICES AND PORTABLE MUSIC AND ENTERTAINMENT SYSTEMS ON SCHOOL PROPERTY:**

Students may bring cell phones, computing devices, and portable music and entertainment systems to school, but they may not be turned on or used at school.

Cell phones, computing devices and portable music and entertainment systems may not be turned on or used during fire drills or other emergency preparedness exercises.

Computing devices may not be turned on or used during the administration of any school quiz, test or examination, except as authorized by the school, or pursuant to an Individualized Education Plan or a Section 504 accommodation plan.

All cell phones, computing devices, and portable music and entertainment systems brought to school must be turned off before entering school. They are not to be turned on until students have left school property.

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

Students who choose to bring cell phones, computing devices, and portable music and entertainment systems to school are fully responsible for that device/system by keeping that item on their person or storing the item. P.S./I.S. 104 is not liable for lost, stolen, or damaged cell phones, computing devices and portable music and entertainment systems.

If a school confiscates a cell phone, computing device, portable music or entertainment system for violation of the DOE'S Discipline Code, the school's policy, this regulation, and/or the Internet Acceptable Use and Safety Policy, the principal/designee must contact the student's parent. The first time a school confiscates a cell phone, computing device, or portable music or entertainment system, the student's parent will be contacted and it will be returned to the student at the end of the day. The second time a school confiscates a cell phone, computing device, or portable music or entertainment system, the student's parent will be contacted and required to come to school so that it can be returned to the parent.