



Cell Phone/Electronic Device Policy K-5

This updated Cell Phone/Electronic Device Policy for Cardinal McCloskey Community Charter School (“CMCCS” or the “School”), complies with the NYC Department of Education Chancellor’s Regulation A-413, issued July 24, 2025.

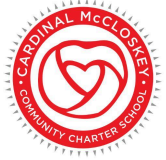
Section 1: General Policy & Definitions

In accordance with Chancellor’s Regulation A-413, the use of personal internet-enabled electronic devices by students is prohibited on school grounds during the school day.

1. The **school day** includes all instructional and non-instructional times (i.e., 7:30 am- 3:45 pm), including but not limited to classroom time, lunch, and recess.
2. **Personal electronic devices include (1) cell phones, smartphones, smartwatches, and other similar communication devices; (2) laptops, tablets, iPads, and similar computing devices; and (3) portable music and entertainment systems (such as MP3 players and game consoles).** Subject to an exception, students are permitted to bring electronic devices to school, but they must be turned off and stored for the entire school day as outlined below.
3. An **internet enabled electronic device** is an electronic device capable of connecting to the internet and enabling the user to access content on the internet.
4. A **non-internet enabled electronic device** is an electronic device that is not capable of connecting to the internet or enabling the user to access content on the internet.
5. **School property** means in or on or within any building, structure, athletic playing field, playground, or land contained within the real property of the School.
6. **Parent** means a student’s parent or guardian or person in any parental or custodial relationship to the student, or any individual designated by the parent to act in loco parentis or as otherwise set forth in the Chancellor’s Regulation A-101.

Section 2: Storage of Personal Electronic Devices

CMCCS provides a mandatory storage method for all personal electronic devices to ensure they are not used during the school day, consistent with DOE policy.



- **Grades K-5:** Students will secure their personal electronic device in the assigned case. Upon arrival, students will place their personal electronic device in a personal case which will be locked. Students will maintain possession of their personal electronic device in the locked case and will not be able to use it until it is unlocked at dismissal. Students will be given access to their personal electronic device during the school day when necessary as outlined in Section 3, below.

Section 3: Exceptions for Personal Internet Enabled Electronic Devices

The use of an internet enabled electronic device is prohibited on School property during the school day unless an exception is granted.

A. Required Exceptions:

In accordance with DOE policy, the School must authorize the use of an internet enabled electronic device under the following circumstances:

- For a specific educational purpose, if authorized by the Principal or their designee;
- Where necessary to monitor a medical condition and to notify the user of necessary action to be taken, for the management of a student's healthcare, as documented by the student's medical provider and subject to review by the Office of School Health;
- On a case-by-case basis, after review and determination by a school psychologist, social worker, or counselor, for a student caregiver who is routinely responsible for the care and wellbeing of a family member;
- When such use is contained in a student's Individualized Education Program ("IEP") or 504 Accommodation Plan, for (i) medical purpose; or (ii) an educational purpose, but the School has not yet secured a DOE-issued device for such purpose; and
- Where required by law.

B. School-Authorized Exceptions:

The School may authorize the use of an internet enabled electronic device on School property during the school day under the following circumstances:

- During an individual student emergency, where the parent has notified the Principal or their designee of the specific emergency.
- For translation and interpretation services if other means of translation are not available.

Section 4: Prohibited Use of Personal Electronic Devices

Regardless of any exception, personal electronic devices may not be turned on or used in the following circumstances:



- During the administration of any school quiz, test, or examination, unless explicitly authorized by the School or contained in a student's IEP or 504 Accommodation Plan.
- In locker rooms or bathrooms.
- During School fire drills or other emergency preparedness exercises.

Section 5: Violations and Discipline

Students who use an electronic device in violation of this policy will be subject to progressive discipline in accordance with School policy. However, a student may not be suspended solely on the grounds that they accessed a personal internet enabled electronic device in violation of the School policy.

Section 6: Confiscation of Personal Electronic Devices

- Students who violate this policy may have their personal electronic devices confiscated by school staff.
- If a student refuses to hand over a personal electronic device, staff will not engage in confrontation and will instead notify a school administrator.
- When a personal electronic device is confiscated, the Principal or their designee will contact the student's parent. The device will be secured in a locked office.
- The personal electronic device will be returned to the parent following a parent conference, during which this policy will be reviewed.

Section 7: Emergency Contact Procedures

In accordance with Chancellor's Regulation A-413, parents who need to contact their child during the school day in the event of an emergency must call the school office directly. School staff will relay messages to the student.

Section 8: Certification

In accordance with Chancellor's Regulation A-413, by October 31st of every year beginning with the 2025-2026 school year, the School must certify in its Consolidated School and Youth Development Plan that it has adopted a policy regarding the use of electronic devices on School Property, and that it has communicated such policy to students, parents, and staff.

REVISED: 5/6/26



Política de Teléfonos Celulares/Dispositivos Electrónicos K-5

Esta Política actualizada de Teléfonos Celulares/Dispositivos Electrónicos de Cardinal McCloskey Community Charter School cumple con la Regulación A-413 del Canciller del Departamento de Educación de la Ciudad de Nueva York (NYC DOE), emitida el 24 de julio de 2025.

Vigente para el Año Escolar 2025-2026

Esta política ha sido actualizada para alinearse con la Regulación A-413 del Canciller del DOE, emitida el 24 de julio de 2025.

Sección 1: Política General

De acuerdo con la Regulación A-413 del Canciller, el uso de dispositivos electrónicos personales con acceso a internet está prohibido en los terrenos escolares durante el día escolar. El día escolar incluye todos los periodos de instrucción y no instrucción (es decir, de 8:00 a.m. a 3:30 p.m.), como clases, almuerzo y recreo. **Los dispositivos electrónicos incluyen, pero no se limitan a: teléfonos celulares, teléfonos inteligentes, relojes inteligentes, computadoras portátiles, tabletas y sistemas portátiles de música o videojuegos.** Los estudiantes pueden traer dispositivos a la escuela, pero deben estar apagados y guardados durante todo el día escolar, como se detalla a continuación.

Sección 2: Almacenamiento de Dispositivos

CMCCS proporciona un método obligatorio de almacenamiento para todos los dispositivos electrónicos personales, con el fin de garantizar que no se usen durante el día escolar, en conformidad con la política del DOE.

- Grados K-5: Los estudiantes guardarán su dispositivo en el estuche asignado. Al llegar, los estudiantes colocarán su teléfono en un estuche personal que será cerrado con llave. El estudiante mantendrá el teléfono en su poder dentro del estuche cerrado y no podrá usarlo hasta que se desbloquee al finalizar la jornada escolar.

Sección 3: Excepciones a la Política

El uso de un dispositivo personal con acceso a internet está prohibido, a menos que se conceda una excepción.



A. Excepciones Obligatorias:

De acuerdo con la política del DOE, la escuela debe autorizar el uso de un dispositivo en las siguientes circunstancias:

- Para un propósito educativo específico, si está autorizado por el director/a o su representante.
- Para el manejo de la salud del estudiante, según lo documentado por su proveedor médico y revisado por la Oficina de Salud Escolar.
- Para un estudiante que sea cuidador de un familiar, determinado caso por caso por un psicólogo, trabajador social o consejero escolar.
- Cuando dicho uso esté contemplado en el Programa de Educación Individualizado (IEP) o en el Plan de Adaptaciones 504 del estudiante.
- Cuando sea requerido por ley.

B. Excepciones Autorizadas por la Escuela:

La escuela puede autorizar el uso de un dispositivo en las siguientes circunstancias:

- Durante una emergencia individual del estudiante, cuando el padre/madre haya notificado al director/a o su representante.
- Para servicios de traducción o interpretación, si no hay otros medios disponibles.

Sección 4: Uso Prohibido

Independientemente de cualquier excepción, los dispositivos electrónicos personales no pueden encenderse ni usarse en las siguientes circunstancias:

- Durante la administración de cualquier examen, prueba o evaluación escolar, a menos que esté explícitamente autorizado.
- En los vestuarios o baños.
- Durante simulacros de incendio u otros ejercicios de preparación para emergencias.



Sección 5: Violaciones y Disciplina

Los estudiantes que usen un dispositivo electrónico en violación de esta política estarán sujetos a medidas disciplinarias progresivas de acuerdo con el Código de Disciplina de la Escuela.

Sin embargo, no se suspenderá a un estudiante únicamente por haber accedido a un dispositivo electrónico personal en violación de esta política.

Sección 6: Confiscación de Dispositivos

Los estudiantes que violen esta política pueden tener sus dispositivos confiscados por el personal escolar. Si un estudiante se niega a entregar el dispositivo, el personal no debe entablar una confrontación y deberá notificar a un administrador escolar.

Cuando un dispositivo sea confiscado:

- El director/a o su representante contactará al padre/madre del estudiante.
- El dispositivo se guardará en una oficina bajo llave.
- El dispositivo será devuelto al padre/madre después de una **reunión con la escuela**, durante la cual se revisará esta política.

Sección 7: Procedimientos de Contacto en Caso de Emergencia

De acuerdo con la Regulación A-413 del Canciller, los padres que necesiten comunicarse con su hijo/a durante el día escolar en caso de emergencia deben llamar directamente a la escuela o al maestro/a. El personal escolar transmitirá los mensajes al estudiante.