



I.S. 289 ELECTRONIC DEVICE PROTOCOL

Updated Summer 2025 in Accordance with 'New York State Distraction-Free Schools' Law

All electronic and/or internet enabled devices must be turned off, stored in bags, and locked in lockers as instructed by staff while on school property. "School property" begins at the entrance of the school yard and includes the yard, all off-campus walking field trips, and all of the building.

Examples of devices include, and are not limited to: 1) cell or mobile phones; 2) laptops, tablets, iPads and other similar computing devices ("computing system"); 3) portable music and entertainment systems, such as wireless headphones, PSP, eReaders, and Nintendo; and 4) smart watches, fitness devices connected to the internet, or other internet or cellular enabled devices not already named.

Devices are placed in lockers during arrival 'locker time' and are only removed, and immediately placed into backpacks, during 'locker time' for out-lunch or dismissal; devices may not be used on school property and must be in backpacks upon entering school property until locked during locker time. Students may take out their devices from backpacks only *after* leaving the building or yard on regular school days.

1. The use of all electronic devices at school is also subject to the restrictions below.
 - a. Devices may not be turned on or used during school fire drills or other emergency preparedness exercises.
 - b. Devices may not be used in locker rooms or bathrooms.
 - c. 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. Contact Guidance Counselor Emily Kustal with any questions regarding these exceptions. Expect a determination to IEP/504 exception requests within 10 school days.
2. Computing systems may not be turned on or used while on school property. *Only computing systems owned by the school may be used when on school property and only for instructional and educational purposes with the explicit approval of school personnel.*
3. eReaders may not be turned on or used while on school property, except for instructional and educational purposes with the explicit written approval of the teacher through a separate parent, student, and school agreement.
4. All other electronic devices not named in this policy, such as cameras and walkie-talkies, are subject to this policy and may not be turned on or used while on school property. *Only electronic devices owned by the school may be used when on school property and only for instructional and educational purposes with the explicit approval of the teacher.*
5. The school and all persons employed or contracted by the school are not responsible for any damaged, lost, compromised, or stolen items. In the unlikely event that an electronic device is stolen or damaged at school, parents can submit a claim to the Comptroller's Office. Use the [Comptroller's webpage](#) for information.
6. In case of emergency:
 - a. Caregivers may call the school's main office, (212) 571-9268.
 - b. Students may call the caregiver if permitted by and under the supervision of school staff.
 - c. The school will use Parent Square (PS) and the DoE's GAMA system through the NYCSA account for mass communications. ([GAMA and PS set-up and login instructions](#))

Confiscation and return of electronic items

- If any device is visible, it is presumed on or being used, and therefore it *will* be confiscated.
- If headphones are worn, it is presumed that it is being used or is connected to an electronic device that is on, and therefore the headphones and/or electronic device *will* be confiscated.
- Any confiscated device will be returned in the following manner:
 1. First time – Returned to the student *after* school from the main office. The parent will be notified and the student will be provided this full electronics policy.
 2. Second time – Returned to the student *after* school *if* the student speaks with a parent/guardian in the presence of school personnel about this violation of the school protocol.
 3. Third and all subsequent times – Returned *only* to the parent during school hours and following a parent conference. The privilege to bring any electronic devices to school may be revoked and an individualized plan for devices may be required.

Discipline

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

Posting Notice

This policy is posted on www.is289.org, in the [Family Handbook](#) online, included in the first-week-letters-and-handbook printed packet, emailed to all Parent Square registrants, and given to students and families each time a device is confiscated.