



"The Little School with the Big Heart"

**PS186Q** THE CASTLEWOOD SCHOOL

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**POLICY FOR USE OF CELL PHONES, COMPUTING DEVICES, AND PORTABLE MUSIC  
AND ENTERTAINMENT SYSTEMS ON SCHOOL PROPERTY  
2015-2016**

Adopted by School Leadership Team: February 23, 2015

Students are permitted to bring the following electronic items to school: cell phones

**Students are not permitted to bring the following electronic items to school:**

- Laptops, tablets, Kindles, iPads and other similar computing devices (unless the school gives written consent for educational purposes) and
- Portable music and entertainment systems, such as iPods, MP3 players, PSP, and Nintendo DS.

The school is not responsible for any electronic device brought to school with or without permission.

**The use of cell phones at school is subject to the conditions below:**

1. Cell phones may not be turned on or used during the school day or during self-sustaining afterschool. This ban includes the use of cell phones for photography or videoing purposes.
2. Cell phones must remain turned off and stored in student backpacks during the school day and during self-sustaining after school.
3. Students who use cell phones, in violation of any provision 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 ("IAUSP") will be subject to discipline in accordance with the guidance interventions and disciplinary responses set forth in the Discipline Code.

**Confiscation and return of cell phones**

Students who use their cell phones during the school day or during self-sustaining after school will meet with the following disciplinary consequences:

- **First Infraction** - Confiscation of cell phone by teacher. Cell phone will be sent to the Principal's office. Parents will be notified by the Principal or Assistant Principal. The cell phone will be returned to the student at end of school day.
- **Second Infraction** - Confiscation of cell phone by teacher. Cell phone will be sent to the Principal's office. Parents will be notified by the Principal or Assistant Principal. The cell phone will be returned to a parent at end of school day (in consultation with parent).
- **Third Infraction** - Confiscation of cell phone by teacher. Cell phone will be sent to the Principal's office. Parents will be notified by the Principal or Assistant Principal. The cell phone will be returned to a parent at end of school day (in consultation with parent). There will be a revocation of cell phone privilege for student for a period of one month (in consultation with parent). Student will receive in-school disciplinary consequence according to the New York City Discipline Code. Consequences may include a removal from class by the teacher or a Principal's Suspension.

**Confiscation and return of electronic items (other than cell phones):**

Students who bring electronic devices to school or to self-sustaining after school will meet with the following disciplinary consequences:

- **First Infraction** - Confiscation of electronic device by teacher. Electronic device will be sent to the Principal's office. Parents will be notified by the Principal or Assistant Principal. The electronic device will be returned to a parent at end of school day.
- **Second Infraction** - Confiscation of electronic device by teacher. Electronic device will be sent to the Principal's office. Parents will be notified by the Principal or Assistant Principal. The electronic device will be returned to a parent at end of school day. Student will receive in-school disciplinary consequence according to the New York City Discipline Code. Consequences may include a removal from class by the teacher or a Principal's Suspension.