

STUDENT USE OF PERSONAL INTERNET ENABLED DEVICES

I. Statement of Policy

The New Hartford Central School District (the "District") is committed to providing a safe and productive learning environment for both students and educators. To support this goal, it is essential to maintain spaces that encourage sustained attention and a strong focus on learning and instruction. The use and possession of Internet-Enabled Devices during the school day can create significant distractions and interfere with students' ability to learn and engage meaningfully with teachers, staff, and peers.

II. Definitions

- A. Internet-Enabled Device – any smartphone, tablet, smartwatch or other device capable of connection to the internet and enabling the user to access content on the internet, including social media applications, but not to include any such device supplied by the District for educational purposes.
- B. “School Day” the entire instructional day, during all instructional and non-instructional time, including but not limited to homework periods, lunch, recess, study halls, library, computer room, and passing times. The Senior High and Junior High School includes the hours from 7:45 AM to 2:20 PM and the Elementary Schools includes the hours from 8:50 AM to 3:00 PM.
- C. “School Grounds” in or on or within any building, structure, athletic playing field, playground, or land contained within the real property boundary line of a district elementary, intermediate, junior high, vocational, or high school, a charter school, or a board of cooperative educational services facility.

III. Prohibition of Internet-Enabled Devices in School

The use of Internet-Enabled Devices by students during the school day anywhere on school grounds is prohibited.

IV. Prohibition of Other Electronic Devices in School

“Other electronic devices” include items such as hand-held games, MP3 players, digital cameras, wireless earbuds/headphones, smart glasses, etc.. The use of such devices by students during the school day anywhere on school grounds is prohibited.

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V. School District Responsibility

Students shall be personally and solely responsible for the security of their Internet-Enabled Devices. The District shall not assume any responsibility for theft, loss, or damage of a device.

VI. **Senior High School & Junior High School** Additional Possession/Use of Internet-Enabled Devices Guidelines

Internet-Enabled Devices must be kept off and in the student's locker during the school day except as allowed in terms of policy.

VII. **New Hartford Elementary Schools** Possession/Use of Internet-Enabled Devices

- A. Students are not allowed to possess Internet-Enabled Devices on school grounds during the school day or on school buses.
- B. Using an Internet-Enabled Device on school grounds during the school day or on school buses will result in disciplinary measures.

VIII. Student Discipline

- A. If a student is found using or possessing an Internet-Enabled Device when prohibited according to the policy, the faculty or staff member will confiscate the Internet-Enabled Device.
- B. Use of an Internet-Enabled Device in violation of policy will result in disciplinary action in accordance with the Code of Conduct.
- C. The faculty or staff member will deliver the Internet-Enabled Device to the main office by the end of the school day. The faculty or staff member will attach the following written information to the device when delivering the device to the office: *Student's Name, Faculty or Staff Member's Name, and Date/Time of Confiscation.*

IX. Exceptions

- A. This Policy is not violated when students are authorized to use an Internet-Enabled Device in the following situations(s):
 - 1. The student has been authorized by a teacher and Building Principal, or the District to use an Internet-Enabled Device for educational purposes

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during instructional time that cannot be fulfilled using a school issued internet-enabled device;

2. Where the use is necessary to manage the student's medical condition;
 3. In the event of an emergency;
 4. Where the use of an Internet-Enabled Device is part of the student's Individual Education Plan (IEP) or 504 Plan;
 5. Where it is needed for translation purposes;
 6. On a case-by-case basis, upon review and determination by the Building Principal and school psychologist, school social worker, or school counselor, for a student care caregiver who is routinely responsible for the care and wellbeing of a family member; or
 7. Where otherwise required by law.
- B. Parents/guardians may request an exception for their child(ren) to use Internet-Enabled Devices during the school day as listed above. Requests must be made to the Building Principal.
- C. Internet-Enabled Devices that have been provided to students for classroom instruction, such as laptops or tablets used as part of instruction, are also authorized for students to access.
- D. It is not a violation of this Policy for a student to leave an Internet-Enabled Device in a locked vehicle during the school day or during school activities.
- E. It is not a violation of this policy for a student who is leaving and/or returning to school during the school day to retrieve and/or return their Internet-Enabled Device from/to their storage location. However, the device may not be used while on school grounds.

X. Contact During the School Day

Parents/Guardians may contact their child(ren) during the school day in the following manner:

- Contact the Main Office or Counseling Office.
- Contact the Nurse's Office for calls related to a student's medical needs.

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XI. Required Notifications

- A. This Policy is available on the District website.
- B. The District shall provide a translation of this Policy upon request of a student or parent/guardian in accordance with law.
- C. Parents/guardians will be notified in writing of the methods they can use to contact their child(ren) during the school day, as outlined in Section IX of this Policy. This notification will occur at the beginning of each school year and upon enrollment.

XII. On September 1, 2026, and every September 1 thereafter, the District shall publish, on its website, an annual report that details the enforcement of this Policy during the prior school year. This report must include:

- A. Non-identifiable demographic data of students who have faced disciplinary action for non-compliance with this Policy.
- B. An analysis of any demographic disparities in enforcement.
- C. If a statistically significant disparate enforcement impact is identified, such report shall include a mitigation action plan.

New Hartford Central School District

Legal Ref: NYS Education Law §2803

Policy Ref: 1010, Code of Conduct

7101, Internet Safety Policy

7102, Purpose, Use and Administration of District Digital Information Systems

Adopted: 07/07/09

Revised: 07/07/10, 07/02/24, 08/20/24, 08/19/25

Reviewed: 01/12/16