

STUDENT USE OF INTERNET ENABLED DEVICES

I. Statement of Policy

The Herkimer Central School District (the District) believes in the importance of having spaces that encourage sustained attention and focus on learning and instruction. The use and possession of Internet-Enabled Devices during the school day interferes with the ability of students to learn and engage with their teachers, staff, and fellow students. The District will not be liable for loss, theft, or damage to Internet-Enabled Devices.

II. Definitions

- A. Internet-Enabled Device - any smartphone, tablet, smartwatch, or other device capable of connecting to the internet and enabling the user to access content on the internet, including social media applications.
- B. School day - the entire instructional day, during all instructional and non-instructional time, including but not limited to homeroom periods, lunch, recess, study halls, and passing times.
- 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. Exceptions

- A. This Policy is not violated when students are authorized to use an Internet-Enabled Device in the following situation(s):
 - 1. The student has been authorized by a teacher, Building Principal, or the District to use an Internet-Enabled Device for educational purposes during instructional time;
 - 2. Where the use is necessary to manage the student's medical condition;

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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 a school psychologist, school social worker, or school counselor, for a student caregiver who is routinely responsible for the care and wellbeing of a family member; or
 7. Where otherwise required by law.
- B. Students are authorized to have access to simple cellphones (i.e., phones without internet capability or access). 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.
- V. Consequences for Violations of this Policy
- A. The consequences for violation(s) of this Policy will be consistent with the Code of Conduct. However, the suspension of a student is not permitted if the sole grounds for the suspension is that the student accessed an Internet-Enabled Device in violation of this Policy.
- B. Confiscation
- Internet-Enabled Devices used in violation of this Policy will be confiscated by staff and turned into the Building Principal. Devices will be returned pursuant to the procedures outlined in the Code of Conduct.
- VI. Contact During the School Day
- Parents/Persons in parental relation may contact their student(s) during the school day in the following manner:
- A. Contact the Main Office for general matters:
1. Elementary School (315) 866-8562 x1009 or x1010 or
 2. Middle-High School (315) 866-2230 x1311 or x1312

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B. Contact the Nurse's Office for calls related to a student's medical needs:

1. Elementary School (315) 866-8562 x1022 or
2. Middle-High School (315) 866-2230 x1322

C. Contact the School Counselor's Office:

1. Elementary School (315) 866-8562 x1021 or
2. Middle-High School (315) 866-2230 x1318

VII. Storing Students' Internet-Enabled Devices

The District shall require students to store their personal Internet-Enabled Devices in their student lockers during the school day.

VIII. Implementation

The Superintendent or their designee shall develop any Regulations or internal procedures that may be necessary to implement this Policy.

IX. Required Notifications

- A. A copy of this Policy shall be posted in a clearly visible and accessible location on the District website.
- B. The District shall provide a translation of this Policy upon request of a student or parent/person in parental relation in accordance with the law.
- C. Parents/Persons in Parental Relation will be notified in writing of the methods they can use to contact their student(s) during the school day, as outlined in Section VI of this Policy. This notification will occur at the beginning of each school year and upon enrollment.

X. Annual Reporting

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:

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- 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.

Herkimer Central School District

Legal Ref: NYS Education Law §2803

Cross Ref: 1005, Code of Conduct; 5301, Purpose, Use, and Administration of District
Digital Information Systems

Adopted: 06/18/25