



480 Broadway  
Rochester, NY 14607  
Phone: 585.546.6732  
Fax: 585.262.8947  
[www.rcsdk12.org/sww](http://www.rcsdk12.org/sww)

Aylin Allen, *Principal*  
Jennifer DeFranco, *Assistant Principal*

---

August 18, 2025

Dear Parents and Guardians,

In accordance with New York State Education Law §2803, our district has a clear and firm policy regarding student use of internet-enabled devices such as smartphones, wireless headphones, gaming devices, tablets, smartwatches, and any other devices that connect to the internet or social media apps. Students are discouraged from bringing personal electronic devices to school.

Effective September 4, 2025 students are not permitted to have these devices on them during the school day. When students arrive at school, they must turn in all personal internet-enabled devices to designated staff. Devices will be collected at the point of entry each morning, securely stored for the duration of the school day, and returned to students during their last period class. The district is not responsible for stolen, lost or damaged personal electronic devices brought to school. **Students will not be permitted to carry their phones or other internet-enabled devices during the school day under any circumstances, except in cases where documented accommodations require it.**

Per New York State Education Law §2803 and RCSD Board Policy 5695, use of internet-enabled devices must be permitted when included in a student's Individualized Education Program (IEP), Section 504 Plan, or where otherwise required by law. Additionally, the District permits the use of internet-enabled devices under the following circumstances:

1. Where necessary to manage a student's healthcare needs (e.g., diabetes, asthma, medication, etc.);
2. For translation services; and
3. For students who are routinely responsible for the care and wellbeing of a family member—on a case-by-case basis, upon review and determination by a school psychologist, school social worker, or school counselor.

Parents may request an exception for their children to use internet-enabled devices during the school day as listed above. Requests must be made to the principal of the student's school. Requests for healthcare exceptions, must include documentation from an appropriate healthcare professional.

Seniors with **approved privileges** to leave the building during personal needs will be given their devices upon exiting and will be required to return them to designated staff for secure storage immediately upon reentering the building.

If you need to get in touch with your child during the school day, please call the main office at 585- 546-6732 or email your child's teachers directly. Students will have access to a phone in the commons and main office to contact parents if needed. The district will notify parents in writing of the communication protocol at the beginning of each school year and upon enrollment.

If a student is found with their device during the school day, the following consequences will apply:

- **First time:** The device will be confiscated, and the student will receive a verbal warning. We will also inform you.
- **Second time:** The device will be confiscated, and a parent or guardian will need to come to school to pick it up.
- **Third time:** The device will be confiscated, and the student will be required to attend a brief restorative check-in with an administrator or counselor to reflect on their choices and discuss the importance of following shared community expectations. A parent/guardian meeting (in person or virtual) will also be scheduled. Continued violations may result in a personalized plan for daily device check-in, additional accountability measures, or the requirement to leave devices at home. The building administrator will determine the time frame. **Refusal to comply with these measures will result in disciplinary action in accordance with the RCSD Code of Conduct, as it is no longer considered an electronic device policy infraction.**

This policy supports a distraction-free learning environment by requiring all devices to be collected and securely stored throughout the day. It is mandated by state law and applies to all students. We value your input and will soon share a survey to gather your feedback on device storage and ways to help students gradually take more responsibility. More detailed information will be communicated shortly.

Thank you for your understanding and support.

Aylin Allen, Principal