



Williamsville Central School District Distraction-Free School Zones

1. General Policy

- Student use of personal, internet-enabled devices and the associated headphones/headsets (Bluetooth enabled accessories), are prohibited during the entire school day (bell to bell), including all instructional and non-instructional times (e.g., homeroom, lunch, recess, study halls, passing time). Personal, internet-enabled devices include but are not limited to: smartphones, tablets, smartwatches, laptops, gaming consoles, fitbits, Google glasses, VR headsets, MP3 players, iPods, and iPads.

2. Device Storage

Elementary Level:

- Devices must be stored in students' homeroom in a teacher-designated storage system, turned off, from the time they enter the building at the start of the school day until they exit the building at the end of the school day.

Middle and High School Level:

- Devices must be turned off and stored in a locked locker during the school day.

3. Exceptions to the Policy

Students may use their personal, internet-enabled devices under the following circumstances:

- Authorized by a Teacher - For a specific educational purpose (including personally owned laptops)
- Healthcare Needs - As required for tracking health conditions or medical purposes as per Individual Health Care Plan (*example: Diabetes monitoring*)
- In the event of an emergency at the direction of a building administrator
- Translation Services - As necessary for English Language Learners
- On a case-by-case basis for student caregivers responsible for the well-being of a family member. Such allowance will only be permitted after a review and determination by a school social worker, school counselor or school psychologist
- Required by Law - If the use of the device is mandated by law
- IEP/504 Plans - When specified in a student's Individualized Education Plan (IEP) or 504 Plan (*Limited in scope. A structured process will be developed.*)

4. Methods of Communication for Parents to Contact their Child During the School Day

- Parents may call the main office to leave a message for their child. In addition, students may use the school's phone in the office (or classroom, when available and appropriate) to call their parent/guardian.
- Where age appropriate, parents may also WITS mail their own child

Parent Notification: Parents will receive written notification (via Family Handbook, school website, WITS homepage, District website, District app, District calendar) about the methods available to contact their child during the school day.

5. Enforcement and Consequences

- First Offense - Device confiscated. Parent notification. Warning. Returned to student at the end of the school day.
- Second Offense - Device confiscated. Parent notification. Warning. Returned to parent.
- Third Offense and beyond - Device confiscated. Parent notification. Additional school consequences. Returned to parent.
- Refusal to Comply (*Middle and High School*): In-school suspension for refusal to turn over a device when asked by an adult.
 - A student's refusal to comply multiple times may result in a student being required to place personal, internet-enabled electronic device(s) in a secure storage space prior to the first bell of the scheduled school day. Following the last bell of the day, the storage solution will be unlocked.

6. Training and Communication

Student Communication:

- Students will receive training on the policy through classroom lessons and/or assemblies.

Family Communication:

- The policy will be communicated to families via the Family Handbook, school newsletters, school website, WITS homepage, District website, District app, District calendar.
- Parents will be notified prior to the start of the school year about the policy and their role in supporting the distraction-free environment.



Educator Training:

- Educators will receive training during in-service days at the beginning of the school year regarding the policy, how to enforce it, and how to communicate with parents.

7. Policy Adoption and Evaluation

- By August 1, 2025 the District must adopt a policy
 - The policy must be published on its website - including translation in the 12 most spoken languages
- By September 1, 2026 the District must publish an annual report on its website detailing the enforcement of the policy including demographic data