Pittsford Schools

# Pittsford Elementary School Cell Phone Plan

**Specific Language for Elementary**

Students at Pittsford Elementary Schools are expected to store all personal electronic devices (smartwatches, tablets, ear buds, gaming systems etc.) in their backpacks throughout the school day. If a student chooses to bring personal electronic devices, they must be stored in backpacks prior to the start of the school day (8:30am). All personal electronic devices should remain in backpacks until the end of the school day (3:05 pm).

*The Pittsford Central school district is not responsible for lost or stolen items.*

*Students are encouraged to leave valuable items at home.*

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**Communication Plan for Elementary Schools**

*Urgent Messages*

Parents/guardians who need to speak with their student immediately should call the main office phone number at (585)267-1200. The student will be brought to the main office to contact their parent/guardian.

*Non-Urgent Message*

Parents/guardians who need to have a non-urgent message delivered to their student should call the main office phone number (585)267-1200. The message will be written down and delivered to your student.

*Student to Parent Communication*

Students will have access to the school phone that is located in the main office to contact parents/guardians. Main office staff can assist students with looking up parent/guardian information if students do not have these numbers memorized.

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**Frequently Asked Questions**

1. **How will I get in touch with my student if there is an emergency?**
   Parent/Guardians should call the Main Office at 267-1200.
2. **Can parents still reach their children during the school day?**
   Yes. Parents should call the main office. Staff will relay the message to students promptly.
3. **How will personal electronic devices be kept safe?**
   Students are expected to store their devices in their backpacks during the school day.
4. **Are phones allowed in the classroom if they are used for learning?**
   No. Unless specifically outlined in a student's IEP or 504 Plan, personal electronic devices are not permitted for instructional use. School-approved technology will be provided when necessary.
5. **Are smartwatches included in this policy?**
   Yes. All smartwatches are included in this policy and cannot be used during the school day.
6. **How does this policy support learning?**
   Removing distractions from personal electronic devices helps students focus, increases engagement, improves social interaction, and promotes academic success. For more information and resources for parents, visit: After Babel | Jon Haidt | Substack
7. **What if a student uses their phone for medical reasons?**
   Students with documented medical needs that require device access will work with the school nurse and administration to develop a plan in alignment with this policy.

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**Progressive Personal Electronic Device Storage Plans:**

**Tier I Storage Plan (Students store phone in their backpacks)**

- Level 1 – Clarify expectation – device is put into backpack by student
- Level 2 – Remind expectation – phone is brought to the main office by the student / staff member – parent is called
- Level 3 – Remind expectation – phone is brought to the main office – parent is called – student enters Tier II storage plan

**Tier II Storage Plan (Student stores phone in Main Office Locker)**

- *Students who successfully store their phone in main office for 10 consecutive days return to Tier 1 Storage Plan. However, a new expectation will be set: if the phone is brought to the main office again, parent/guardian will need to pick it up at the end of the day.*

    - 1st Offense- phone is brought to main office- parent is called -student remains in Tier 2 storage plan for additional 10 consecutive days
    - 2nd Offense- phone is brought to main office- parent is called to pick up phone- student enters Tier 3 storage plan for remainder of the year

**Tier III Storage Plan (Individual storage plan)**

- Students will create an individual storage plan that supports their needs. Examples could include dropping the phone off with an administrator or leaving it home. Continued violation of the agreed plan results in further disciplinary consequences.