



# ARDSLEY

## MIDDLE SCHOOL

Stuart Horlacher, *Principal*

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### **Ardsley Middle School Cell Phone Policy 2025-2026**

This policy is an extension of Ardsley School District Policy 7316, which is linked [here](#).

Ardsley Middle School's cell phone policy is in accordance with the Board policy aforementioned along with Section 2803 of the New York State Education Law.

*At Ardsley Middle School, all student cell phones must remain **out of sight** and **turned off** during school hours, including in classrooms, hallways, common areas (for example, fields, playgrounds, courts, cafeteria, locker rooms) and restrooms. Use of cell phones is prohibited unless explicitly authorized by a staff member for educational purposes. Violations of this policy will result in disciplinary action in accordance with the student Code of Conduct.*

Below is more information regarding cell phone use at Ardsley Middle School.

**Apple watches/smartwatches:** These devices can be worn to school but cannot be internet enabled during the school day.

**Storage of phones/internet enabled devices:** Students are asked to leave all personal electronic devices at home. If a student chooses to bring an electronic device to school, it must remain off and in the student's locker. This includes phones, earpods/earbuds, and other accessories.

**Consequences for Policy Violation:** Students who use an electronic device without permission after the school day has begun (after the first period bell), will have to retrieve the device from the assistant principal's office at the end of the school day. Any subsequent violations of this policy will require a parent or guardian to retrieve the phone from the school. Continued violations of this rule may result in a student needing to store their phone in a locked cabinet in the main office during the school day.

**Healthcare Purposes:** Students who need to use a cell phone for healthcare purposes must first receive clearance from the nurse's office, which will then notify the Assistant Principal. The Assistant Principal will inform the student's teachers of the approved use. Phones may only be used for health-related checks; any misuse for non-health or non-instructional purposes will prompt a follow-up conversation. Requests for healthcare accommodations must include documentation from a treating healthcare professional.

**Other Exceptions:** Other authorized exceptions can be made in line with the district cell phone policy. Staff will be informed of these exceptions by the school administration. Requests for exceptions should be made in writing to the school principal. The principal will either respond to the request directly, or forward the request to an appropriate administrator or supervisor.

**Telephone Use and Messages:** If a student is to be contacted at school, please call 914-295-5654 for the main office. We will communicate the message, but we will not interrupt a class or remove a student from class, except in an emergency situation. If a student wishes to contact his/her family, there is a phone in the main office that can be used with permission. Students are only permitted to have a cell phone if it is off and in the student's locker and it may only be used before or after school.

**Liability:** The District will not be liable for the loss, damage, misuse, or theft of any personal technology brought to school. The District reserves the right, to the extent permitted by law, to monitor, inspect, and/or confiscate personal technology when administration has a reasonable suspicion that a violation of school policy or criminal law has occurred.

**Roles and Responsibilities:** As outlined in the [District Policy](#), everyone has a role to play in the implementation of the Ardsley Middle School Cell Phone Policy as follows:

- a. Parents and persons in parental relation are expected to: (i) review and consider this policy when deciding whether to permit students to bring Internet-enabled devices to school; (ii) ensure that students understand their responsibilities if they bring Internet-enabled devices to school; and (iii) support the District's efforts to promote consistent enforcement of, and compliance with, this policy.
- b. District and building administrators are expected to: (i) ensure families, students, teachers and staff understand the requirements and expectations under this policy; (ii) support families and students in developing healthy habits regarding Internet-enabled technology; and (iii) ensure this policy is applied and enforced fairly and consistently throughout each building.
- c. Teachers and staff are expected to: (i) apply and enforce this policy and building-level policies fairly and consistently within each building; and (ii) seek assistance, where needed, from administrators and families to implement this policy successfully.
- d. Students are expected to: (i) follow the rules established under this policy and applicable building-level policies; and (ii) provide feedback to administrators on how to improve the effectiveness of this policy and its implementation.