



**Applied
Behavioral
Services**



New Story Ohio Cell Phone & Personal Communication Device Policy

I. Purpose

The Board of Education recognizes that personal communication devices (PCDs), including cell phones and smart devices, can cause distractions that negatively impact student learning, engagement, and school climate. This policy is adopted to comply with Ohio law requiring schools to **prohibit student use of cell phones during the instructional day** while ensuring necessary exceptions for health, safety, and instructional needs.

II. Definitions

Personal Communication Devices (PCDs):

Any electronic device capable of receiving, transmitting, or storing communications, including but not limited to cell phones, smart watches, and other wireless communication devices.

Instructional Day:

All time in which a student is required to be in attendance, including classroom instruction, hallways between classes, recess, meal periods, and school-sponsored activities during the day.

III. General Rules & Expectations

1. No Use During Instructional Day:

Students are **prohibited from using PCDs at any time during the instructional day**, including in classrooms, hallways, lunch periods, assemblies, and school-



**Applied
Behavioral
Services**



sponsored activities that occur during the school day unless authorized by this policy.

2. Powered Down & Stored:

At the start of the school day, PCDs must be turned **off or in airplane mode** and stored **out of sight** (e.g., backpack, locker, school-issued storage container).

3. No Recording Without Permission:

Students may not record audio, video, or images of others on school property without prior permission from a teacher or administrator.

4. Privacy Areas:

PCDs shall not be used in areas where privacy is expected (e.g., restrooms, locker rooms).

IV. Exceptions

The following limited exceptions are permitted **only during the instructional day**:

1. Medical or Health Needs:

A student may use a PCD if there is a **written statement from a licensed physician** or qualified medical professional documenting that the device is required to monitor or address a health concern.

2. IEP / 504 Plan Accommodations:

A student may use a PCD if such use is **documented in an Individualized Education Program (IEP) or Section 504 plan** and is reasonably related to the student's learning or health needs.



**Applied
Behavioral
Services**



3. Emergency or Safety:

A student may use a PCD during an active threat or emergency situation if permitted by the school's comprehensive emergency management plan.

4. Instructional Use Authorized by Staff:

Teachers or administrators may authorize limited, instructional use of PCDs for **specific educational activities** only.

V. Reporting & Communication

1. Contacting Students:

Parents and guardians should contact the school office if they need to communicate with a student during the school day. The office staff will assist in relaying messages.

2. Communication by Students:

If a student needs to contact a parent/guardian for a legitimate reason, they may request to use a school phone or receive permission from a staff member.

VI. Discipline for Policy Violations

Violations of this policy will be addressed through progressive disciplinary action in accordance with the school's **Code of Conduct**. Possible responses include:

- 1. Verbal reminder and correction** (phone stored appropriately)
- 2. Temporary confiscation for remainder of the school day**
- 3. Parent/guardian pick-up required**



**Applied
Behavioral
Services**



4. Further consequences per the Code of Conduct for repeated violations

Repeated refusal to comply may lead to loss of privilege to carry a PCD on school property.

VII. Notification & Posting

This policy will be:

- **Posted prominently** in school handbooks.
-

VIII. Review & Revisions

This policy will be reviewed annually and revised as necessary to comply with changes in state law, safety needs, and best practices.