



P.S. 102 Jacques Cartier
EXPLORE THROUGH LEARNING!
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Dear Parents/ Guardians:

To create an environment conducive to learning by minimizing distractions caused by cell phones and other personal internet-enabled electronic devices, ensure the safety and focus of all students during school the school day, and follow Education Law §2803, effective August 1, 2025, all New York State schools are required to adopt a policy that prohibits the use of personal internet-enabled devices during the school day on school grounds. An "internet-enabled electronic device" is defined as an electronic device capable of connecting to the internet and enabling the user to access content on the internet. Examples of such devices include cell phones, smartphones, smartwatches, laptops, tablets, iPads, and portable music and entertainment systems.

We will implement a Bell-to-Bell policy, which means that all students will be required to keep their internet-enabled electronic device turned off and stored away throughout the school day—from the moment they enter until the final bell rings. This means from "bell to bell" for the entire instructional day from 8:00 am - 2:20 pm. Students will be able to use school/NYCPS-issued devices during the school day.

Students will be assigned a personal Yondr Pouch. While the Yondr Pouch is considered school property, **it is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.**

As students **Arrive to School**, they will:

1. Power off **Cell Phones and other personal internet-enabled electronic devices.**
2. Students will place their devices in the Yondr Pouch and secure it in front of school staff.
3. Students will store their locked pouches in backpacks for the day.

At the end of the day, students will open their Pouch during dismissal with the support of a staff outside of the school. They will remove their phone and put their Pouch in their backpack. Students must bring their Pouch to school with them each day. Students leaving early will unpouch their phones in the main office.

Frequently Asked Questions

1. How does a Yonder Pouch work?

A Yondr pouch is a case-like pouch that locks with a magnetic mechanism, preventing access to a personal internet enabled device during a designated time. To use it, you place your phone inside the pouch, which is then locked with a magnetic clasp. At the end of the designated time, you tap the pouch on an unlocking base to release the phone.

2. What if I want to reach my child during the school day?

We want our students to be fully engaged in their learning, but we understand that there may be times when you need to reach your child. If you need to contact your child during school hours, please call the main office at **(212) 860-5834** or **Parent Coordinator Regina Martinez (646) 641-2481**. Our staff will be happy to assist in relaying a message or ensuring that your child is contacted.

3. What if there is a school emergency?

In the event of a school emergency, the safety of our students is our top priority. We will follow our established emergency preparedness protocol to direct students to safety. Should there be an emergency, we will keep families informed through **text messages** and **ClassDojo** messages, ensuring timely and accurate updates. Please make sure your contact information is up to date so that you can receive all necessary communications. **Parents and guardians can update their phone numbers (home, cell, and work) and email addresses directly in their NYSCA account. For additional support please contact Parent Coordinator Regina Martinez (646) 641-2481.**

3. How can students contact their parents or guardians during the school day, especially in urgent situations?

The school office has phones available for student use when authorized by a staff member. These phones are intended for brief and necessary communication with parents or guardians. In urgent cases like health issues or emergencies, staff will assist immediately in reaching parents.

4. Will my student's phone be safe?

Students are in possession of their phone - in their Yondr pouch - for the entire school day. In the unlikely event that an electronic device is stolen or damaged at school, parents can submit a claim to the Comptroller's Office. More information on submitting a claim is available on the Comptroller's webpage at <https://comptroller.nyc.gov/services/for-the-public/claims/e-filing>

5. What if the Yondr pouch gets damaged?

If a student's Yondr pouch is damaged—whether intentionally or unintentionally, as determined by the school—replacement pouches will be provided at no charge for the first incident. However, once a replacement pouch is issued, the student's phone will be collected and stored by the classroom teacher or administration for the remainder of the school day. It is essential that students handle the Yondr pouches with care to ensure their continued effectiveness in maintaining a distraction-free environment.

6. Are there exceptions to the general ban?

Students may be allowed to use personal internet-enabled devices for approved educational purposes, required by an IEP or 504, health needs (with documentation), or caregiving responsibilities (as determined by counseling staff) when no DOE device is provided. Devices may also be used when required by law or for translation if no other options are available.

7. What if a student is caught on their phone?

Students who use electronic devices in violation of the NYCPS Discipline Code, the school's policy, Chancellor's Regulation A-413, and/or the NYCPS Internet Acceptable Use and Safety Policy ("IAUSP") will be subject to progressive discipline. This means that the disciplinary responses will escalate based on the nature and frequency of the violation.

1. **Initial Reminder:** The student will receive a reminder about the school policy, and their phone will be collected by a teacher or staff member. The student will be asked to store their phone in their assigned Yondr pouch for the remainder of the day. Parents / Guardian will be notified.
2. **Phone Retrieval:** If the student continues to use their phone or is found with it outside the pouch, the phone will be confiscated and taken to the main office. Parents/guardians will be notified, and the phone will need to be retrieved at the end of the school day by a parent or guardian at the main office.
3. **Repeated Violations:** As provided in the State law, a student may not be suspended solely on the grounds that the student accessed a personal internet-enabled device in violation of school policy. Repeated incidents of insubordination (i.e. refusal to surrender or store devices) may result in a suspension if approved by the Office of Safety and Youth Development.

We appreciate your cooperation in helping us maintain a focused and productive learning environment. If you have any questions or need further clarification regarding these policies, please do not hesitate to contact Parent Coordinator Regina Martinez (646) 641-2481.