



The Mary D. Carter
Magnet School of Global Communications and Foreign Language
Public School 151 Queens
50-05 31st Avenue · Woodside, New York 11377
(718)728-2676 · Fax (718)545-2028

Dr. Samantha B. Maisonet, Principal

Maria Psaradakis
Assistant Principal

Naida Ryans
Parent Coordinator

PS 151Q School Cell Phone and Electronic Device Policy

Purpose of cell phone and electronic device policy

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.**

Policy statement

Students will not be permitted to use or access their personal internet-enabled electronic devices upon arrival at school until the end of the school day. The school day is defined as the period from the moment students enter the school building until the last class of the day ends, including during lunch. The school day starts at 8:00 am and ends at 2:20 pm. Students will be able to use school/NYCPS-issued devices during the school day.

1. COLLECTION/STORAGE - ZIP POUCH and STORAGE BINS Method

- Upon arrival, students must power off their devices.
- If the school collects devices...
 - A designated collection point, supervised by staff members, will be set up in 3rd through 5th grade classrooms between 8:05 am and 8:15 am and students will store their cell phones/devices in an individualized zip pouch and hand the pouch over to the classroom teacher who will store the pouch in a designated storage bin. The storage bin will then be secured during the day by the classroom teacher. If students arrive after this window, the classroom teacher will have the student secure their cell phone/devices in the locked storage bin.
 - At the end of the school day, students will retrieve their cell phone/devices from the storage bins between 1:55 pm and 2:10 pm.
 - Students with approved early dismissal will retrieve their devices from the classroom teacher before leaving the classroom.

2. EMERGENCY COMMUNICATIONS

- In case of emergency or exigent circumstances, parents or guardians can call Naida Ryans, Parent Coordinator at 718-728-2676 Ext #2561 to reach their child.
- In case of emergency or exigent circumstances, students may access phones in the main office to reach their parents or guardians.
- In case of emergency or exigent circumstances, the school will use e-mail and the school's automated messaging system GAMA to communicate information to parents or guardians.



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- a. Here is how parents/guardians can access the automated messaging system: (see directions for setting up NYCSA account to access GAMA)
3. EXCEPTIONS
 - Students are allowed to use their device if they have an individualized education program (IEP) or 504 Plan that includes use of an internet-enabled device and do not have a DOE-issued device for such purpose.
 - Parents/guardians must contact Naida Ryans, Parent Coordinator at 718-728-2676 Ext #2561 if a student requires an exception for reasons such as: medical reasons (for example to monitor blood sugar or other similar circumstances), if student is a caregiver, for approved language purposes (such as translation or interpretation services if no other means are available), or where otherwise required by law.
 - Exceptions will be processed and approved within three school days.
4. DISCIPLINE
 - 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. 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 device) **may** result in a suspension **if approved** by the Office of Safety and Youth Development.
5. OTHER: If lost or stolen
 - 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.

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 Naida Ryans, Parent Coordinator at 718-728-2676 Ext# 2561.