

### Cell Phone Policy

#### To Parents/Guardians of Children in Testing Grades for PSSA/Keystone Exams:

The Pennsylvania Department of Education (PDE) has requested that each school district notify the parents/guardians of children in testing grades for the district's PSSA/Keystone Exam protocol regarding cell phones, smart phones, electronic devices, e-readers, Nooks, Kindles, iPads, tablets, camera-ready devices, and other prohibited electronic devices as deemed by the HASD.

#### ATTENTION PARENTS & STUDENTS

**NEW PDE POLICY KEYSTONE/PSSA TESTING POSSESSION OR USE OF ANY CELL PHONE, SMARTPHONES OR OTHER ELECTRONIC DEVICES DURING TESTING IS NOT ALLOWED!**

As per Pennsylvania Department of Education, if a student is in possession of any cell phone, smartphone, and/or other electronic devices during the Keystone/PSSA test administration, the consequences are as follows:

- Students could receive a "do not score label" on his/her test booklet.
- The student violating the cell phone/electronic device policy may be required to retake the entire exam.
- The cell phone or electronic device will be confiscated until such time that a parent or guardian can come to the school to pick up the device. In the presence of the parent or guardian, the cell phone or other electronic device will be viewed to ensure that no information or material regarding the assessment is present on the device.
- If there is a violation of the no cell phone, smartphone or other electronic device policy, discipline will vary depending on whether test material has been compromised.
- Parents and students may be responsible for the cost of replacing any testing materials that have been compromised.
- Penalties for violations of compromised test will include the cost of replacing the compromised test item(s) and parents and students may be responsible for cost of replacement.
- If, after testing is complete and test materials have been returned, it is discovered that the student used and/or had an electronic device in his/her possession during the administration of the test, the following will occur:
  - The school's discipline policy will be followed
  - The student's scores could be invalidated

**The protocol is as follows:**

- **Administrators and teachers will remind students not to bring to class cell phones, cameras, or any other similar type of device which could be disruptive and/or take a photo of the assessment.**
- **Administrators and teachers will give students this reminder beginning at least two weeks prior to the scheduled assessment date.**
- **Students carrying their electronic devices to class on a testing day will be required to turn over their device to the teacher prior to starting the test session. These items will be placed in an envelope on the proctor's test and remain there until testing is complete.**
- **Students still found to be in possession of a cell phone during testing will face the previously mentioned consequences.**