

Dear Parents / Guardians,

This is an advisory communication to inform you of the NJDOE requirements for unauthorized electronic devices during PARCC testing. Please review and discuss with your child.

- Unauthorized devices are not permitted in any testing room at any time before, during, or after testing.
- These devices include, but are not limited to cell phones, smart watches, beepers, personal gaming devices, mp3 players, personal scanners, and eReaders.
- This is for all students and Test Administrators in any testing location. The exception is that Test Administrators may have a phone on their person in the case of an emergency, but it must be turned off.
- At the beginning of the testing session, students should be asked to place all electronic devices into a basket in the front of the room.
- If a student is found with an unauthorized electronic device the Test Administrator should contact the Test Coordinator who will end testing for this student. He/She will be asked to leave the testing location. The device will also be confiscated from the student.
- Administration will contact the parents of the student. Student discipline imposed will be in accordance with the Code of Conduct.
- The building Test Coordinator will then contact the District Testing Coordinator and complete a Testing Security Breach form.
- The District Testing Coordinator will contact the NJDOE and report to the school of incident.
- Student will have his/her test voided and will not be permitted to continue testing in that content area.

Thank you for your cooperation and partnership.