

# St. Margaret's School Telephone Policy and Agreement

The School rules regarding telephones are as follows:

1. Student phones will be turned off from 7:15 p.m. to 9:15 p.m. Sunday, Tuesday, Wednesday, Thursday and Monday from 7:45 p.m. to 9:45 p.m. for study hall. They will also be turned off from midnight until 6:30 a.m. every day.
2. Cellular phones are permitted only for students who have earned the privilege.
3. No student should use another person's phone without permission.
4. The school reserves the right to withdraw phone privileges for any violation of school policies.

Students will need to provide their own single-line telephone with no special features. Phones with features such as channeling, speaker, etc. do not work well on our system. Our phone system includes voicemail. Parents have the option of establishing local calling only or long distance service. If you establish local calling only you will need to provide your daughter with phone cards for long distance. The school cannot accept responsibility for charges for long distance calls incurred by students. You should discuss with your daughter any limits you wish to place on her long distance service.

Each student with long distance service will have a security code to prevent others from making long distance calls on her phone. It is the student's responsibility to keep her security code confidential. She is responsible for all calls charged to her code.

The annual charge for local service is \$270.00. Long distance calls within the U.S. will be charged at \$0.10 per minute and international rates will vary from country to country. Charges for phone service will be billed to the student's activity account monthly. Past due accounts will be assessed a 10% late fee and phone service will be disconnected.

## **Please complete and return a signed copy of this form to the Business Office. (PLEASE PRINT)**

I give permission for my daughter \_\_\_\_\_ to have a phone in her dorm room.

I **do not** wish my daughter \_\_\_\_\_ to have a phone in her dorm room.

If giving permission, please complete the information below:

Circle dorm if known: Latané Hall                      Anderton House                      McCuan

Student room number if known: \_\_\_\_\_

\_\_\_\_\_ Please provide a **long distance** code for my daughter.

\_\_\_\_\_ Please provide a **local calling** code for my daughter.

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail this form to St. Margaret's School, P.O. Box 158, Tappahannock, VA 22560**