

**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. A deposit of \$500.00 should be mailed with this form to the school if you desire your child to have long distance service. A deposit of \$270.00 should be mailed with this form to the school if you desire your child to have local service only. 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 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 account monthly. Past due accounts will be assessed a 10% late fee and phone service will be disconnected.

If you would like to have phone service in your daughter's room, please complete and return a signed copy of this form with your deposit to the Business Office.

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_  
(Please Print)

Circle dorm if known: Latané Hall                      Anderton House                      McCuan

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

\_\_\_\_\_ I have enclosed a \$500.00 deposit. Please provide a **long distance** code for my daughter.

\_\_\_\_\_ I have enclosed \$270.00. Please provide a **local calling** code for my daughter.

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

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