

## ST. BERNARD PREP SCHOOL TELEPHONE USE

### Public Dormitory Telephones

Each dorm has one public phone. Students may use only these phones for local calls during regular phone hours. Parents may use these phones to contact their child at any time except during study hours. Community phones for the use of all students in the dormitories are as follows: **(256) 739-6682**

**Boys Dorm Ext. 499**

**Girls Dorm Ext. 399**

### Personal Telephones

- St. Bernard Dorm students have the option of a private telephone in their rooms. Each phone will have its own extension number and a voice mailbox for receiving messages from callers.
- Each dorm room has two single-line analog phone lines with voice mail. The school can monitor the personal dorm room phone system to determine which phone was used to place a call, when a call was placed, who placed a call, and who received a call. It is important that all boarding students conduct themselves with honor and integrity when using our phone system.
- If a boarding student plans to use a personal phone in his or her room, the student must purchase an analog, single-line, true touch-tone telephone.
- During the times when the phone system is disengaged callers will not be able to reach a student directly but will be able to reach the student's voice mail if the student has engaged that function.
- Student phone numbers will be published for school use only.
- Students will not be able or allowed to make long-distance calls or charge long-distance calls. Students must use a calling card or call collect. Most long-distance providers offer toll free 800 numbers, and many families use this service.
- Students will not be permitted to wire their computers to the telephone system.
- Use of someone else's phone without permission or damaging someone else's phone will result in a serious disciplinary response.
- SBP reserves the right to revoke phone privileges and/or discontinue phone use for academic, financial, or disciplinary reasons.
- SBP cannot assume responsibility for vandalism, damage to or theft of any student's telephone.
- The hook-up cost for a personal dorm room phone will be \$25 per year, with possible added fees (c. \$10.00) if changes (transfers, disconnections, reconnections) are necessary during the year.
- Talking on the phone during the times phones are turned off will result in the loss of phone privileges (see hours below).
- Cell phones may be kept in the dorms but may not be used during study hall hours (including breaks) in the dorms or in common study hall. Violation will result in two weeks of Level II with loss of phone privileges. Repeated violation will result in permanent loss of phone privilege. For security purposes, a cell phone always may be carried when one leaves the campus. It must be handed in immediately upon return or additional days will be added to the restriction.

### Telephone Hours

*Personal dormitory phones and cellular phones may be used during the following regular phone hours:*

Weekdays (Sunday through Thursday)

6:00 a.m. – 8:00 a.m.

3:10 p.m.— 6:55 p.m.

9:00 p.m. – 10:00 p.m.

10:00 p.m. – 10:30 p.m. (Seniors –to speak with their parents only)

Weekends (Friday and Saturday)

Phone conversations must be completed by 10:30 p.m. or at a time determined by the weekend dorm director.

## DORM ROOM TELEPHONE REQUEST

If you would like the phone service for your son or daughter please send this form and a check for the fee to the School office prior to August 2, 2007, otherwise there may be a 4 to 6 week delay in activating phone connection.

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The attached check for \$25.00 per phone is payment for private telephone use for my son/daughter at St. Bernard Preparatory School for the school year.

Name of student(s): \_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_\_