

8901 OFFICE TELEPHONES

Office telephones may be used by staff members for making calls regarding pupils and other school business. They are not to be used for personal business calls except in cases of emergency. A public telephone is provided in the school building for any calls not of a school business nature.

Pupils are not to use the school office telephone, or any of its extensions, except in cases of emergency, and only with the approval of the administrator or his/her representative. The use of the pay telephone by pupils during school hours is subject to the approval of the administrator.

The Superintendent shall devise rules and regulations for the use of the telephone.

Adopted: 14 April 2010

