



# Madison Junior-Senior High School

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*Justin Smith, Principal*  
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## TEXT MESSAGING PERMISSION FORM

### Madison Local Schools Text Messaging Between School Personnel and Students Policy

It is the duty of all teachers, coaches, extra-curricular moderators and staff members ("Personnel") to maintain only appropriate communications with students at all times. The District recognizes that with advances in communication technology there are more opportunities for out-of-school and non-school related communications between personnel and students. The increased opportunity for such communication also increases the responsibility of all personnel to ensure that all forms of communication are appropriate and within the bounds of the Ohio Revised Code and the Ohio Department of Education Teacher Code of Conduct.

Further, the District recognizes there are many convenient and efficient means of communication available to personnel who need to contact students. For example, personnel can contact students via telephone, school e-mail accounts and the school-wide Pre-K-12 Notification System (which permits personnel to send a single telephone message to multiple students at once), text messaging and other forms of electronic communication and social media.

Every year each building principal will distribute a "TEXT MESSAGING PERMISSION FORM" that will provide for parents/guardians to give permission for their child to send and receive text messages from personnel. This permission form will also provide the parent's/guardian's cell phone numbers so that they are carbon copied (cc) all messages sent and received from personnel.

Violation of this policy may constitute just cause for disciplinary action up to and including termination. However, it is understood by the Board of Education that text messages may be received by personnel that could be considered a "cry for help" falling outside the Permission Form procedure described in this policy. Personnel may respond to those messages in an appropriate manner according to the intent of the Madison Local Schools Text Messaging Between School Personnel and Students Policy and the expectations of the Ohio Revised Code (i.e., child abuse, threats of bodily harm, etc). "Cry for help" text messages should be reported to the building principal within 24 hours of receiving the message by staff.

Adopted 4/20/09  
Revised Jan. 2011

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### Text Messaging Permission

I hereby give permission for my child, \_\_\_\_\_,  
to receive and send text messages to school personnel.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Cell Number \_\_\_\_\_

Student's Cell Number \_\_\_\_\_