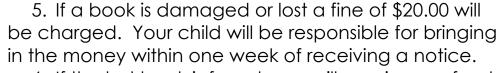
Dear Parents,



Your child may be visiting the library this year on a weekly basis. We would like to inform you of our policy on checking out books.

- 1. Books are to be kept in good condition.
- 2. Books are to be returned on time. That means on the morning of the day your child's class goes to the library one week after checking out the book.
- 3. Books may be renewed for another week; however, your child will need to bring the book back to the library to renew it.
- 4. If your child has an overdue library book, he or she will not be allowed to check out another book until the book is returned. Overdue book charge is 5 cents a day.



6. If the lost book is found, you will receive a refund.

7. We would like all 2nd – 5th grade students to use the catalog search on the computer. This is an internet based program; which means the student must have an "internet use" agreement on file giving your permission for them to access the catalog via the internet.

Note: If you have concerns or questions regarding the internet usage policy, please contact your child's teacher. Elmhurst students are responsible and respectful. The library is a wonderful part of our school where your child can learn and grow. Please go over these rules with your child so his or her library experience will be a positive one this year.

Are you interested in volunteering in the library? We always need help! Please stop by the office, or call Mrs. Holmes at 289-1860 x 1009 and let her know your availability.

