

South Woods Media Center

Book Check out

Policies and procedures:

- All students are required to have a signed permission slip before borrowing library materials.
- Students in kindergarten and first grade are allowed to check out one book at a time. Second, third, fourth, and fifth grade students are allowed to check out two books at a time. Throughout the school year some students may earn the right to checkout an additional book.
- Lost or damaged books must be replaced at the expense of the student.
- Misuse of library materials or misconduct in the Media Center may result in loss of Media Center privileges.

I have read and agree with the above policies and procedures. I understand that if a book is lost or damaged while checked out to my child I must pay to replace the book. By signing below I am giving my child permission to check out books from the South Woods Media Center.

(Please Print)

Student's Name: _____

Teacher: _____ **Grade:** _____

Parent's Signature: _____