

## SS. Felicitas and Perpetua Library Contract

Welcome Back to School! Our school Librarian is Mrs. Sari Trisnadi. She will be responsible for checking in and out of library books. She will need each student's help in being responsible while in the Library. Below are the Library rules:

1. **Circulation:** All books will be checked out for one week. They are due one week from the day of check out. Students may renew a book for an additional week. Students who return a book late will be charged a late fee, unless the student is absent. The fine is \$.50 cents per day and must be paid before the student can check out another book.
2. **Behavior:** Always treat other students, teachers, staff members, and volunteers with kindness and respect. The resource center atmosphere should be conducive to research and study. Please speak softly in the Library. No eating or drinking in the Library. Students not following the rules and regulations will receive a detention.
3. **Respecting School Property:** Respect all school and Library property. Keep books clean, dry and safe from pets! Please do not repair damaged books! I will take care of this upon return of the book. In the event that a book is lost or damaged beyond repair, it will need to be replaced. I will let you know the fee for replacing the book.
4. **Accelerated Reader:** Students must follow all school policies pertaining to technology and copyright use. Students will have a weekly opportunity to take AR quizzes and earn points! Any student caught cheating will have all previous AR points deleted. Students will be able to take quizzes during their weekly library time as well as early morning computer lab. Students must be able to log on to quizzes independently to use early morning computer lab.

### Kindergarten and Transitional Kindergarten

TK and Kindergarten students will check out class books weekly by their class representative. (selected by teacher).

If you have any questions re: the Library please contact Mrs. Trisnadi at ext. 440.

If you have any questions or concerns re: AR Tests please contact your teacher.

Please review the above information with you child.

You and your child must sign the attached form and return it to school  
**by Monday, August 12th.**

This must be returned for children to continue to check out books and take AR quizzes.

SS. Felicitas and Perpetua School  
**Library Contract**

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

By signing this you have read and understand the rules of the Library. You agree to all terms of the contract and will turn in all books and pay any fines on time.

Parent Signature \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_