

# From the Media Center



Dear Parents,

Checking out books and taking them home is an exciting event for your child. Being able to choose a book, take it home, and care for it is one of the first "grown-up" responsibilities a child is given. Listed below are a few library procedures that will help your child be successful:

- All library books are stamped with the date they need to be returned. This is to help students keep track of library days.
- Please help your child to remember to place their library book(s) in their backpack the night before it is due.
- If a student is not finished reading a book on the date that it is due, they may bring the book to the library to renew it. As long as it is not 30 days overdue.
- If a student forgets their book(s) at home on library day, they will not be able to renew it or check out another book. They will still be able to read from a selection of books.
- Kinder and 1<sup>st</sup> graders will check out one book, while 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> graders will be able to check out two books.
- Late notices will be sent home with students that have overdue books. (It is just a reminder note that a book has not been turned in & student needs to search for the missing book.)
- After 30 days or more, if a book is lost or damaged, we ask that you take care of fines in a timely matter, so that the book can be replaced, and your child may continue checking out books.

At the end of every month, library will have a MakerSpace week. This is where your child will participate in independent thinking activities. Behavior is key during regular library reading time, so every child can participate.

Thank you so much for your support of your child during this exciting time! Looking forward to seeing our wolves shine! ☺

Sincerely,  
Mrs. Arellano  
Librarian

Please sign and return:

X \_\_\_\_\_ Student X \_\_\_\_\_

Parent / Guardian

Teacher \_\_\_\_\_ Grade level \_\_\_\_\_