

Welcome to the Bethany Charter School Library this year.

Over the summer, the librarians have inventoried all the books in the library. We have done some rearranging and labeling of the shelves in order to make it easier for students to find something that they are interested in reading.

The library now has some written rules that we are asking all students to follow. Please go over these rules with your students. (On the back side of this page). These rules are also posted in the library.

Library check out days will be on Mondays in the afternoons. The office and the teachers have the schedule and it will also be posted in the library. We are asking that this be the only time that students check out books.

Thank you.

## LIBRARY RULES

- **NO** climbing, standing or sitting on the bookcases/bookshelves
- **NO** balancing between the choir risers and the bookcases in order to reach higher shelves – the library has a safe stepstool, please use it
- **NO** playing with the book return cart
- **LIMIT** of 2 items per student checked out at any time – if you already have 2 items checked out you won't be able to check out more until you return what is already checked out. This will be enforced.
- All items **MUST** be checked out in order to leave the library
- Items **MUST** be returned to the library – you can't turn them in by putting them in your classroom bookcases
- All items in library are allowed to be checked out (this includes the Eyewitness Books)
- For a student to check out an item at a time other than the designated library times, a staff member **MUST** accompany the student to check out the item. Students are **NOT** allowed to self-checkout
- If you pull a book off of a shelf and decide that you do not want to check it out, please place the book on the table and the library volunteers will shelve the books
- Students are **NOT** allowed to shelve books
- All staff members have been assigned checkout numbers – please make sure that you check out any items that you take out of the library
- All library materials **MUST** be returned before the end of the school year