

Triad Math and Science Academy Elementary Library Media Center Library Check-out Permission Form Letter

Dear Parents and Guardians of Students,

We hope you and your children enjoy reading together every day! I am thrilled to serve as your child's librarian. I look forward to helping your student become a critical thinker, enthusiastic reader, skillful researcher, and ethical user of information.

If they have your permission, your children will be able to borrow materials from the school library themselves. Sometimes classroom teachers require the students to keep the materials in school; other times, students will be able to take materials home. In either case, we need your permission for students to borrow materials, since you need to assume monetary responsibility for any lost or damaged materials—whether they are damaged or lost in or out of school! (Always we encourage the students to ask to do extra chores so that they may pay you back.) Students will not be able to check out new materials until they have either returned the item or paid to replace it. They can also lose the privilege to check out if they break the library rules.

If your child takes materials home, please help to find a consistent safe place to keep books at home, away from younger siblings, pets, drinks, and food. Please know that books may be borrowed for one week, and renewed if students still are enjoying them. In general, books are due the day the class comes to the library for its regularly scheduled library lesson.

Throughout the year, we will be having various events to encourage and support family reading. Keep an eye on the school website home page for information about these events.

Wishing you and your family a happy, healthy year of reading!

Sincerely,

Mz. Yavuz, Librarian

Triad Math and Science Academy Elementary School Library Media Center
Library Check-out Permission Form

I hereby give my child permission to borrow materials from the TMSA Elementary School Library Media Center.

Concerning the borrowed materials:

_____ I permit my child to take home books or magazines. I understand and agree that my child is responsible for returning loaned materials on time and in the same condition as borrowed. I understand that my child is responsible for calling attention to any damage that exists in the materials when they are checked out. I understand that once my child takes the material from the library, my child will be held responsible for any damage that is found upon the material's return. I understand and agree that if my child loses or damages a library book or magazine, **I will be responsible for paying any replacement cost.**

Child's name (first and last)

Parent's or Guardian's Signature

Teacher's name