

Westpark Elementary School
Irvine Unified School District

Library Use Agreement 2011-2012

As part of Westpark's reading, research, and library program, each student will be checking out library books on a weekly basis. We need all students' cooperation in order to properly maintain our school library. Each student is responsible for keeping the book(s) in good condition and returning it to the library the following week. If a student does not return his/her book on time, he/she will not be able to check out another book until the original book is returned or paid for if it were to be lost or damaged. A notice will be sent home with the replacement cost. A refund will be issued for any book found.

Please indicate that you understand our library checkout procedure by signing and returning this letter to your student's teacher. We appreciate your assistance in helping your student develop a strong sense of Accountability, Integrity, and Respect for our books and library.

Sincerely,
Mrs. Cheung
Librarian



Please return the bottom only of this Library Use Agreement to your student's classroom teacher by Monday, August 1, 2011.

My student and I understand the library checkout procedure. We will assume the responsibility for any loss or damage to Westpark's library books.

Student's Name (Please print)

Student Signature

Teacher's Name

Parent Signature