



*Springfield Public Schools*

THELMA L. SANDMEIER ELEMENTARY SCHOOL  
OFFICE OF THE PRINCIPAL  
666 SOUTH SPRINGFIELD AVENUE  
SPRINGFIELD, NEW JERSEY 07081  
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*Michael C. Plias*  
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September 2019

Dear TLS Parents/Guardians,

We are very excited to continue our audiobook iPod shuffle program. They will be available for loan from the Thelma L. Sandmeier Instructional Media Center (IMC). These devices are capable of holding multiple audiobooks.

Students will be able to borrow these devices during their library circulation day. We have a limited selection at this time but will be adding more titles throughout the course of the year. Please go onto our website and select the link for the IMC to view the audiobooks available (PK-5). Students will be able to borrow the iPod shuffle along with a copy of the actual book.

The option to borrow these devices is a privilege that requires special permission for students and the cooperation of parents/guardians. If you wish for your child to borrow the audiobooks on an iPod shuffle, please complete the permission slip below and return it with your child. You can also download additional copies of this form on our IMC link as needed. You must supply your own headset.

Sincerely,

Michael C. Plias

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**Parent Responsibility and Permission for Audiobooks on iPod Shuffles**

I give my child, \_\_\_\_\_ (Teacher/Grade: \_\_\_\_\_),  
permission to borrow an iPod Shuffle from the Thelma L. Sandmeier IMC. I have discussed the responsibility of caring for the iPod Shuffle with my child. I will also help ensure the safe and timely return of this device to the library within the two week loan period. I also understand that the device can be renewed if it is available. I understand that I must supply the headset to use with the iPod. I acknowledge that I am responsible to pay the replacement cost of \$49 if the device is lost, stolen or broken while in my child's possession.

Name of Parent/Guardian (printed) \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

I am requesting to borrow an iPod Shuffle preloaded with the following audiobooks and hardcopy of the book(s):

Title: \_\_\_\_\_ Author: \_\_\_\_\_

Title: \_\_\_\_\_ Author: \_\_\_\_\_