

GRADES 3-6

CYCLE DAY ONE

Library Checkouts

August	September	October	November	December	Reminders	Reminders
8/13 8/25	9/4 9/18 9/30	10/15 10/27	11/6 11/18	12/3	Materials are checked out for two weeks.	Additional checkouts may be added.
January	February	March	April	May	Students with overdue materials will not be allowed to checkout.	Checkouts may be canceled due to guest teachers or book fairs.
1/5 1/19 1/29	2/10 2/24	3/8 3/22	4/8 4/20	5/3 5/7	Library fines are generated for long overdue items and damaged materials.	Last Checkout the Week of May 10th Materials Due the Week of May 17th

Dear Parents and Grown ups,

We are so excited to share our good news with you. Today, your student checked out a book from the library! The library is a place full of discovery and we are excited to guide your students through this adventure.

I would like to take a moment to let you know about our procedures. Students will have the opportunity to check out materials during every other library class following our school's Specials rotation. Additional checkouts may be added, or some may be canceled due to guest teachers and/or book fairs.

It is very important that your child remembers to keep their books safe and to bring them back so that they can choose something new. Items returned damaged beyond repair, or kept more than one month past the due date will have a fine created in the circulation system. Check-out will only occur if the student account is cleared and fines have been handled.

Here are some other helpful hints to help your child remember to bring their books back each week:

- 1). Find a safe place in your home (away from younger siblings and pets) where their books can be placed each time they bring them home. Always place it in the same spot! Perhaps you and your child can find the perfect spot together!
- 2). Follow our library checkout calendar.

If you have any questions, please don't hesitate to reach out!



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August	September	October	November	December	Reminders	Reminders
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