

St. Joan of Arc School

Library/Media Center Rules

1. The Library/Media Center is a quiet place for reading, research, instruction and studying.
2. Listen and follow directions.
3. Be respectful to all: students, adults, and library materials.

Consequences

1. The students is given a warning and reminded of the rule.
2. Grs. K-3: Time-out during library class. Behavior Management Report is sent home to be signed by parent.

Grs. 4-8: Violation of School Rules (VSR) is given, to be signed by parent and returned the next day.
3. Student's library privileges are restricted. In addition, a conference with the principal can be called if the librarian considers it necessary.

Library/Media Center Procedures

Library materials circulate for one week and are renewable if no other student requests the same material. (Note: Some reference material does not circulate.)

A fine of 10-cents per day is charged for overdue library materials. A replacement cost will be charged for any lost or damaged materials.