

Library Use Polices

Shhhh??????

The Library is a place that belongs to everyone : students, teachers and staff.
There are rules about how you act in order to make it a pleasant and useful place for everyone.

- * The Library is open at 7:45 – 3:45 daily. The library will be open extended hours as requested.
- * Book check our is for two weeks and maybe renewed for an additional two weeks if the item is not reserved by another student. Overdue books accrue a fine of five cents per day. Students are expected to pay for lost or destroyed books.
- * No food, drink, gum or candy is to be brought into the library.
- * Students not accompanied by staff must have an individual hall pass. Librarians will not pass students on to another location. Substitute teachers may not send students to the library unless designated teacher’s lesson plan.
- *The library copier and printer are free to students. Please use the “print preview” to see how many pages you are printing. Print only the pages you need.
- * Please whisper. Others have the right to work without distractions.
- * Computers are here for school work only. Follow your Computer-use Agreement. Student files may be saved to flash drives or to the library server.
Student files will be deleted at the end of the semester.
- * No More than four students per table.
- * Throw away trash and push chairs under table before you leave.