

TEXTBOOK FORM

TO: Parent or Guardian
FROM: Autauga County Board of Education
SUBJECT: Pupil/Parent Responsibilities for Care of Textbooks in Accordance with Section of the Free Textbook Law, Act 221, Special Session 1965

All textbooks issued are the property of the Autauga County Board of Education and shall be retained for normal use only during the period pupils are engaged in the course of study for which the textbooks are selected.

Textbooks issued to pupils may be used in the same manner and to the same extent as though such books were owned by the pupil; except that the pupils must recognize their responsibility for the proper care of books checked out to them by observing the following practices:

- A) Keeping the book clean outside and inside.
- B) Refraining from marking the book with pen or pencil.
- C) Keeping the pages free of finger prints.
- D) Avoiding turning down, tearing, or otherwise damaging pages.
- E) Refraining from placing the book where it may become soiled or damaged by the weather.
- F) Keeping the book protected with a book cover (optional)

The parent, guardian, or other person having custody of a child to whom textbooks are issued shall be held liable for any loss, abuse, or damage in excess of that which would result from the normal use of the textbooks. If the parent, guardian, or person having custody of the child to whom the textbook was issued fails to pay the assessed damages within 30 days after notification, the student shall not be entitled to further use of the textbooks until remittance of the amount of loss or damage has been made. (House Bill 230)

- A) For such loss or damage, the pupil will be assessed a variable of:
 - 1) Full price if new when issued.
 - 2) Seventy-five percent of full price for books two years old.
 - 3) Fifty percent for books three years old or older.
- B) No textbook will be issued to any pupil until all charges for lost or damaged textbooks have been paid.

All textbooks must be returned to the issuing school by the pupil when he is promoted or transferred and when he terminates his attendance for any other reason.

The textbook form issued to students must be **signed** by student and parent/guardian and **returned to the school prior to issuance of books.**

I certify that I have read and understand the above regulations and agree to comply with them.

Signature of Student

Date

Signature of Parent/Guardian

Date

Teacher's Name

School