

Library: Policies, Privileges and Responsibilities
Librarian: Amy Wayland ~ awayland@rappahannockschools.us
Library Aide: Ms. Connie

CLASS VISITS

All students grades K-7 come to the library once a week for checkout either as an exploratory class or with a classroom teacher. Pre-K and Headstart students come to the library every other week for checkout. During class visits to the library students will listen to a story, practice library skills, and checkout books. Students in grades 6-7 come to the library primarily for checkout only. If you have an overdue book, you may not checkout another book until it is returned. Students may visit the library, with permission form their teachers, should a need arise on a day that is not their regularly scheduled library time.

LOST A BOOK?

If a book is lost or damaged it must be paid for in the form of a check made payable to RCES or with exact cash. The payment is refundable if a lost book is found and returned in good condition before the last day of the current school year.

COMMUNICATION

Teachers are given overdue notices each week and asked to give them to any students that owe books. Each month the library mails home overdue notices to parents. The library has a webpage that can be accessed from the school's homepage. This webpage contains many useful bits of information as well as access to our catalog of available materials.

HOW MANY BOOKS? FOR HOW LONG?

Students in Pre-K, Headstart, and Kindergarten may borrow one book at a time. Kindergarteners may borrow two books at a time beginning in January. Students in grades 1-3 may borrow two books at a time and students in grades 4-7 may borrow three books at a time. Library materials are due back in one week, or may be renewed if there are no hold requests.