

Dear Parents,
Some classes and students will be keeping their books in the classroom. We have been learning how to care for books, the importance of returning books on time and location of books in the library. However, students will need to be reminded at home also.

Please help your child with the following things:

1. Help your child develop a love for reading by enjoying a book with your child.
2. Remind your child to have clean hands and not have food while reading library books.
3. Help return books on time. They cannot check out another book until they return the one they have.
4. Send damaged books back for all repairs, please. If it is damaged beyond repair, or if it is lost, replacement will be necessary. A note with the replacement cost will be sent home. If a check is sent please make it out to Baldwin Heights Media Center.
5. When students may bring books home, find a special place for his or her book. It should be out of the reach of pets or little brothers and sisters.
6. Make sure the book is protected when returning it to school in bad weather. Plastic bags work very well.

Thank you
Mrs. Jessop, media assistant

Please sign and return so your child may bring a book home.

Student Name and Teacher_____

Parent Signature_____