



Los Angeles Unified School District
**Richland Avenue Elementary
 School for Advanced Studies**
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TO: Parents of Richland Elementary students

SUBJECT: Library Responsibilities

This letter is to inform you of your responsibilities in regards to our school library check out policy. In order to become successful readers, students need many opportunities to interact with good books by reading and/or listening to them read-aloud at school and at home. It is for this reason that our library allows students to take their borrowed library books home.

The library staff will be discussing the meaning of this responsibility with your child. We need your help in making sure that the books are kept in good condition and returned to the library **ON TIME**. Parents will be expected to pay a \$20.00 replacement fee for any books that are lost or damaged.

Material borrowing limits are as follows:

- TK to 5th grade may borrow one book at a time during their classroom visit.

Giving students access to library resources at school and at home is one way that we hope to improve your child's academic success at Richland!

-----TEAR OFF-----

Please return this portion to your child's teacher.

LIBRARY CONSENT

I wish to have my child check out library materials to use at home and at school.

I do NOT wish to have my child check out library material to use at home and at school.

Print Student's Name _____ Grade _____ Room _____

Parents or Guardian Signature _____ Date _____

Parent of Guardian Phone Number _____