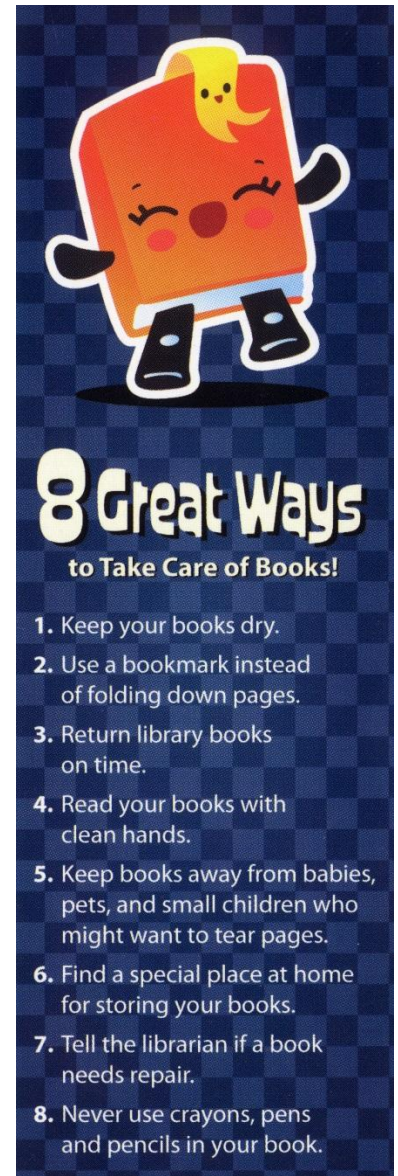


WHEN ARE LIBRARY BOOKS DUE?

- KC – WEDNESDAY
- KW – THURSDAY
- 1I – TUESDAY
- 1W – WEDNESDAY
- 2C – MONDAY
- 2M – FRIDAY
- 3C – WEDNESDAY
- 3J – TUESDAY
- 4A – FRIDAY
- 4H – THURSDAY
- 5C – FRIDAY
- 5W – WEDNESDAY
- 6P – THURSDAY
- 6W – FRIDAY
- 7th– Varies
- 8th – Varies
- ALL GRADES – CHECK OUT/RENEW WHENEVER!



Students may drop in anytime to check out/return/renew as needed or wanted. ☺

Students are encouraged to keep their school library books in only three places.

- backpack
- classroom desk/basket/bin/locker
- their very own hands!

This will help them to always have their library books in school for check out day and to always have them handy for reading.



MONTAUK PUBLIC SCHOOL LIBRARY MEDIA CENTER

50 S. DORSET DRIVE ~ MONTAUK, NY 11954 ~ 631-668-2474 ~ 631-668-1107 FAX

www.montaukschool.org ~ Rachel Kleinberg, Library Media Specialist ~ rkleinberg@montaukschool.org



LIBRARY CHECK OUT

- Most classes have a scheduled “check out” day. Students are required to bring any checked out books to Library Class that day so they may be returned or renewed. However, students may drop in anytime to check out/return/renew as needed or wanted.
- Students may check out as many books as “needed.” Usually, this means one to three books. The librarian and the student discuss this on a case by case basis and decide together what is best for the student. Students are strongly encouraged to check out chapter books and other types of longer reading books on a regular basis. Of course, they are also permitted to check out additional “free choice” books as well.
- There are no fines for overdue books, but we do encourage students to learn to be responsible with their library books and return them on time.
- Students are encouraged to keep their school library books in only three places:
1- backpack, 2 – classroom desk/bin/basket/locker, and 3 – their very own hands! This will help them to always have their library books in school for check out day and to always have them handy for reading.
- Students in grades seven and eight are required to have an outside reading book with them at all times throughout the school day.
- Lost books must be paid for by the student. However, we make every effort to locate the book in the school and provide plenty of time for the student to look for the book at home. If any student, parent, or caregiver has a question or concern about a lost or damaged book, he or she should contact the librarian who will be more than happy to discuss the situation and work out a helpful solution.
- Scheduled Check Out/Return/Renew Days are listed on the back. However, as stated above, students may drop in anytime to check out/return/renew as needed or wanted.

