



September, 2011



Dear Parent/Guardian of _____

I look forward to having your student visit the LMC and its world of wonders. We have books, magazines, audio books, playaways, and other items such as pedometers that we loan to the students for a one week period of time. We have over 25,000 items to serve as resources for classroom projects or for recreational reading. Our mission is to encourage and support learning and reading on all grade levels using all printed and electronic media.

The students have opportunity to not only grow academically but have opportunity to develop an attitude of responsibility in caring for the materials and following the rules of using the LMC. It is the **students' responsibility** to return the materials on the date due. Students are expected to pay for the replacement of lost or damaged materials. Although there are no fines for late materials, students will not be allowed to check out any additional materials until all late materials are returned.

A popular material that we have added to our shelves is the PLAYAWAY, an mp3 player containing a recorded book for grades 1 - 8. Because the replacement cost of a PLAYAWAY is \$40, we are asking parents to check and sign the item below granting permission for your child to check out the PLAYAWAY, **knowing and accepting** the consequence of it being damaged or lost. If you did not sign this part in years past and would now like to allow your student to checkout PLAYAWAYS you will check the Yes line below.

Parents can support the LMC by encouraging the student to care for the materials and return them in timely matter. If materials are late or lost, the student will lose checkout privileges till the material is found or replacement fee paid.

Please sign and return the bottom portion of this letter, so that we may follow the wishes of parents in regards to library checkout of materials. Thank you for your support in this matter.



Mrs. Meyer,
Library Media Specialist / Instructional Technology Leader

(Please sign and return no later than Friday, 9/ 9/2-11

Student Name _____

Room _____ Grade _____

_____ Yes, my child may check out PLAYAWAYS (gr. 1-8).

_____ Yes, I want my child to check out LMC materials.

Parent/Guardian Signature _____

Student Signature _____