



Blair Road PUBLIC SCHOOL

85 Sunset Boulevard, Cambridge, Ontario N1S 1A9

(519) 621-5620

Inspiring student learning through the focused efforts of all community members

Blair Rd PS Library Circulation Policy

Classes will be given the opportunity to visit the library once per five-day cycle. Students may borrow books for up to three weeks and may exchange them as frequently as they wish.

Loan limits are as follows:

Kindergarten: up to 2 books

Grades 1-2: up to 3 books

Grades 3-6: up to 4 books

Students are responsible for the books that they sign out. To avoid loss or damage to books, students are encouraged to:

- Carry library books in a book bag or knapsack
- Keep food and drinks (liquids) away from books
- Store the book in a safe spot at home, away from young children and pets
- Return all borrowed books on or before the due date
- Return overdue books before borrowing another item.

While we all do our very best to keep our books safe, we understand that accidents can happen. In order to keep our books in their best shape, please do not attempt to repair them at home. I have special tools and tape designed for this purpose. If a book becomes damaged beyond repair or if a book is lost, there will be a small fee to help cover the replacement cost. The WRDSB charges a flat fee of \$5 for a paperback book and \$10 for a hardcover.

If a student has multiple overdue books, restrictions may be placed on their borrowing until their account has been cleared. This may include limiting the number of books they may borrow or keeping library books in the classroom. If a student consistently has overdues or frequently loses items, the librarian will consult with the school administrator and may impose a one-book strategy. Once the patron's borrowing habits improve, the number of loans may be increased by one until full loan privileges are reinstated.



Waterloo Region
District School Board

Engaged Learners, Engaged Communities