

ENROLMENT FORM PART 7

Start Date: ___/___/___

Name:

Class:

Established 2011



**SPRINGFIELD
CENTRAL SS**

**BORROWING
AGREEMENT**

STUDENT BORROWING AGREEMENT

SPRINGFIELD CENTRAL STATE SCHOOL RESOURCE LEARNING HUB

STUDENT NAME:	CLASS:
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At Springfield Central State School we have a CODE OF CONDUCT that encourages students to CARE for their school, their learning, their self and for others. Our school is very fortunate to have State of the Art resources and infrastructure. Our Resource Learning Hub is the home to hundreds of thousands of dollars of resources which have been purposefully procured to support and enhance learning for all students. There are tens of thousands of dollars worth of books available for students to access during free play and class visits. It is very important to us that these books stay in top condition for both current and future students. Because of this the school requires all students who wish to borrow books to take home and read for pleasure to sign a 'Student Learning Agreement'. The school greatly appreciates the care students take with shared resources and is very proud of the culture.

PLEASE NOTE: STUDENTS MUST RETURN A SIGNED AGREEMENT TO BORROW FROM THE RLH (excludes home readers)

WE ACCEPT AND UNDERSTAND THE FOLLOWING:

- ✓ To borrow from the RLH a signed Agreement must be submitted annually.
- ✓ To borrow from the RLH students **MUST HAVE** a waterproof borrowing bag. (a shopping bag is not acceptable)
- ✓ SCSS Borrowing Guidelines. (see below)
- ✓ Borrowing is available Monday - Friday during RLH class visits and free play. (no access before or after school)
- ✓ Students are responsible to CARE for all borrowed resources.
- ✓ If resources are **LOST OR DAMAGED** families are required to pay for a replacement.
- ✓ REPLACEMENT FEES are **\$20** for softcover books (\$10 home readers) and **\$25** for hardcover books.
- ✓ Non-return of books result in restriction of further borrowing until replacement fee is paid in full.
- ✓ RLH borrowing times guidelines must be adhered to and books returned by the due date.
- ✓ RLH resources **MUST** not be on-loaned to others. The student with the original loan record will remain responsible for the resource.
- ✓ Loans can be renewed. (please see RLH Manager)
- ✓ As a courtesy, RLH OVERDUE NOTIFICATIONS will be issued identifying replacement fees if applicable.
- ✓ If students consistently have overdue books or return damaged books, borrowing will be suspended for a time set by the principal.

STUDENT NAME	INITIALS/SIGNATURE (yr 3 - 6)	DATE

PARENT/GUARDIAN	SIGNATURE	DATE

SCSS BORROWING QUOTA GUIDELINES

	PREP - YR 2	YR 3	YR 4 - 6
HOME READER	0	1	1
FICTION - LEISURE READER	1	1	2 (independent reader)
NON FICTION - RESEARCH PURPOSE		1	1
MAX LOANS	1	3	4

