

## **P. S. 7 Milton Fein School**

3201 Kingsbridge Ave. Bronx, N.Y. 10463

Tel: (718) 796-8695 Fax: (718) 796-7204

### **Miosotis Ramos, Principal**

Brian Schaeffer, Assistant Principal

Yolanda Wright, Assistant Principal

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Dear Families,

Welcome to the PS 7 Library! Your child will come to the Library every week to learn about literacy, conduct research, and hear quality pieces of children's literature. In addition to this, your child will have the opportunity to borrow a library book.

During each week's scheduled library visit, your child will return the previous week's book and check out a book for the following week. If your child does not return the previous week's book on time, he or she will not be permitted to borrow another book until the book is returned.

We expect books to be read, treasured and respected. If a book is lost or damaged beyond repair, the book must be paid for the check or a money order made payable to PS 7. Please read the patron agreement for details about the PS 7 library expectations. If your child moves to another school within the NYC Public School system without returning a book, have it returned to us through the child's new school librarian.

Please read the following policies and expectations and take the time to discuss them with your child.

### **Book Care Expectations:**

- Keep book clean; wash hand before touching;
- Keep book in a safe place away from babies, pets, food and liquids;
- Turn pages carefully from the corner and use a bookmark to mark your place;
- Never write or draw in the book;
- When you are not reading your library book, keep it in your backpack or in your classroom at school.

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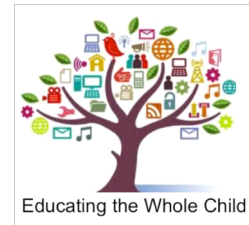
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### **Library Policies:**

1. Students will be allowed to check out one book per visit.
2. Students may keep a book for one month before having to return it. No other books may be borrowed during that time.

### **Book Selection:**

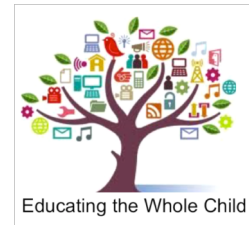
Please take some time to discuss with your child the types of books you would want your child to be reading. Also discuss any topics you do not want your child to read about. They need to know your expectations.

This is sure to be an exciting year in our new library. I look forward to working with you. Happy reading!

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*We believe in the importance of reading. All children need to read or be read to daily along with visiting the public library.*

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## PS 7 Patron Agreement

**Book selection and care:** Students will thoughtfully select a book to borrow from the library. The book will be cared for and read throughout the week and will be returned to the library in order to borrow a new book.

**Damaged or Lost Materials:** Borrowing a book from the PS 7 library is free. There is no charge for checking out a book unless the book is lost or damaged. Books become damaged when they get wet, stained with food or physically damaged (torn or written in). If this occurs, the cost of the book is to be paid within one month by check or money order made payable to PS 7.

**Overdue Materials:** Students with overdue (late) books will lose borrowing privileges.

Date: \_\_\_\_\_

1. STUDENT, if you agree with this contract, **neatly print** your first and last name:

I, \_\_\_\_\_ will return my library book on time. If I am responsible for a damaged or lost book, I will compensate the library within one month. I agree that four weeks is a reasonable amount of time to pay for a lost or damaged item.

2. PARENT/GUARDIAN, if you agree with this contract, print your first and last name:

I, \_\_\_\_\_ have read and understand the procedures for having my child borrow a library book. I will make certain that my child returns the book on time and pays for lost or damaged item within four weeks.

3. Class \_\_\_\_\_ Teacher \_\_\_\_\_

**Please return this form to your child's teacher.**