



LIBRARY BORROWING POLICY

Circulation Procedures:

- Students may borrow each week during a timetabled browse and borrow session.
- K/1/2 students may borrow up to two (2) items per week. Years 3/4/5/6 students may borrow up to three (3) items per week.
- Student loans are for 1 week.
- Students must have a homework folder/library bag to safely transport books to and from school.
- Students need to return items once the maximum number of allowed loans is reached, before borrowing new items.
- SASS staff will issue reminders to students about unreturned loans at the end of each term.
- SASS staff will request parental assistance and/or payment for unreturned loans or books that have been damaged beyond repair.