

Dear Bridge School Families,

Welcome to another fabulous year at the Bridge School Library. Your children will visit the library once a week for stories, lessons and book selection. Their teacher will let you know when library class is scheduled.



The borrowing policy is as follows:

- Borrowing limits:

Kindergarten	1 book	3rd grade	3 books
1st grade	2 books	4th grade	4 books
2nd grade	2 books	5th grade	5 books
- I usually allow an extra book over vacation weeks.
- Books are checked out for a 2-week period. They may be renewed if there is not a waiting list
- **With their teacher’s permission, children may exchange their books any morning during open book exchange** from 8:30-8:50. I will notify students when we are ready for this to start.
- There are no fines for late books, but if books are overdue for an extended period, borrowing privileges may be suspended.
- Books that are lost or damaged must be replaced or paid for.

Encourage your children to take responsibility for their library books

- Help them remember their library day.
- Set aside a specific place in your home for school library books so you don’t misplace them.
- Use a plastic zip bag to protect books in backpacks.
- If the book is damaged, please don’t try to repair it yourself. Have your child show me the damage so I can attempt to fix it using special library mending supplies.
- Encourage your children to come to me with any questions regarding their books. We can solve any problem if it is brought to my attention.

Please check the Bridge School website for in-home access to the Destiny library catalog. You may use the link on the front page, under Quick Links, to access the library page. Direct access is:

<http://lps.lexingtonma.org/Page/3097>

The PTA will sponsor a Book Fair in April. Most of the proceeds will go to supplement the library budget.

Thank you for your help. My goal is for your children to love reading and to look forward to visiting the library each week. Please feel free to contact me if you ever have any questions or concerns.



Sincerely,
Mrs. Allen
Library Teacher
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