Library Policies

- **All students are graded on checking out and returning books.** Learning to check out and return books in a timely manner is an important skill that is taught and practiced.

4th Grade:
- 1 Periodical (Magazine) for 6 days - **optional**
- Students may only have 2 books checked out at a time. If the class is demonstrating that they can return their books on time, the limit **MAY** increase to 3 books.
- Students may have books for 13 days
- Fourth grade students may check out fiction and nonfiction books.
- Students must have a signed letter from parents to check out a book from the 4th grade shelf. Most of these books are intended for grades 5 – 8 and meet the criteria set forth in the district’s book selection guide.

3rd Grade:
Periodicals may be read during library time but may **not** be checked out.

- Third grade students may have up to 2 books checked out at any given time. If the class is demonstrating that they can return their books on time, the limit **MAY** increase to 3 books.
- Students may have books for 13 days.

2nd Grade:
1 Everybody (E), Early Chatper (EC) or a leveled book – **required**
1 Chapter Book (FIC) if the student can demonstrate that they are able to read the text. – **optional**
1 Nonfiction book - **optional**

- Students may have books for 3 days (check out is every 4th day)
- As the year progresses, the length of time for book check out may lengthen.
- Second grade students may have up to 2 books checked out at any given time.

1st Grade:
1 Everybody (E) book for 3 days (check out is every 4th day) **required**
At the beginning of 3rd quarter students will be able to check out 2 books with one being a leveled reader **required**
During 3rd quarter, students will begin checking out from Nonfiction. **optional**
There are some nonfiction books located in the E section that students may check out all year.

Kindergarten:
Kindergarten students will not be able to check out books to take home until after Christmas break. At that time, each student will be able to check out 1 Everybody (E) book. Parents will receive additional information during the school year regarding check out privileges for their student.
Books will be due every 3rd day (check out is every 4th day) **required**