Mason Creek Elementary Media Center
"Welcome to the Reading Ranch!"

Greetings, Mason Creek Families,

Our students at MAES are eager to enjoy books at home! As you are aware, there is also a responsibility involved. We ask your assistance in the following areas:

★ Locate a place in your home where all library books can be safely kept away from your <u>younger children and pets</u>. Help your child form the habit of <u>putting books back in their bookbag</u> after reading.

★ Please help us teach children about the proper care of books--clean hands, keep books away from moisture and foods, turn pages carefully, handle books gently, etc.

Books may be checked out for (1) week. Your child must return their book in order to check out the next book. If the book becomes overdue, a notice will be given to the teacher and sent home with the child. A library book that is lost or damaged <u>must be paid for OR replaced</u>. For lost books, the fee is the price of the book. The fee for a damaged book is determined by the extent of the damage. If a lost book is located and returned in good condition within the same school year, the money will be refunded.
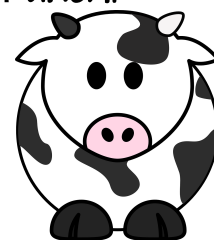
Kdg. & 1st Grade: <u>1 book</u>   2nd - 5th Grade: <u>2 books</u>

Please contact me if you have any questions concerning our library/media program. The Media Center Office number is (770) 651-4914. My e-mail address is: diereshe.collins@dcssga.org .

We look forward to being *Star-studded Readers* at the Reading Ranch!
Ms. Diereshe Collins, Ed.S.
Media Specialist

Please sign and return this form, indicating that you ALLOW or DECLINE permission for your child to bring home library books.

Date_____ Grade _____ Teacher's Name _____

_____I <u>**give permission**</u> for my child, _____, to check out and bring home library books from the Mason Creek Elementary School Media Center. I accept the responsibilities involved, as outlined in the above letter.

_____I do **NOT** want my child to bring home a library book. Therefore, I do not allow permission to check out books from the Media Center.

Parent's Signature: _____