

5 October 2010

Dear Parents / Carers

In order to keep our library system updates, each year we request your written permission for your child to borrow books.

The school library is a lending library and children will be able to borrow books to read at home as well as in the classroom. Each child will be allowed to borrow one book at a time for up to a week. They will be responsible for ensuring that they take great care of these books and return them properly.

Parents will be billed for lost and damaged books as we have spent a great deal of time, effort and money equipping our new library. Please discuss this with your child and if you accept this responsibility and give permission for them to borrow books, sign and return the slip below to school.

Yours sincerely

Martin James
Headteacher



School Library Books

I give permission for my child _____

in class _____ to borrow books from the school library, and I understand that I will be billed for lost or damaged books.

Signed _____ Parent / Carer

Date _____