



Welcome Back!
Jennie Emery's Learning Commons
2024 - 25 School Year

Dear Parents/Guardians:

This letter is to inform you of our Learning Commons procedures for the upcoming school year. Please read and become familiar with the policies we will follow regarding book borrowing for your child. We will review these items with the students as well during their library classes.

Library Classes will begin the week of September 16, 2024 for Grade 1 - 3 students. Kindergarten will begin the week of October 7, 2024. Students will visit the Learning Commons on a weekly basis.

Grade 1 - Mondays

Grade 2 - Tuesdays

Grade 3 - Wednesdays

Kindergarten - Monday or Tuesday (depending on their scheduled day to attend)

Students in Grade 1-3 will be allowed to check out 2 books per week and must return both each week. They will be allowed to renew for an additional week if they wish but must have the book at school in order to renew. There will also be 'Open Time' in the morning before first recess for students to exchange books if they need new reading materials or missed a library class. This activity will be at the discretion of the home room teacher.

Kindergarten students will be allowed one book per week and must also return each week in order to be able to take out a new book.

***If books are lost or damaged beyond repair a charge will be assigned to the student through School Cash online and a letter/email will be sent home to the parents/guardians requesting payment to replace item damaged. This must be paid in order for your child to continue borrowing privileges in the Learning Commons. If a lost book is found and returned to the Learning Commons before the end of the school year a refund will be issued.**

I am looking forward to another great year of learning and exploration in our beautiful Learning Commons. If you have any questions or concerns please feel free to contact me.

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As partners in your child's education, we wanted to take a moment to emphasize the importance of instilling responsible book care habits in our young readers.

Taking Care of Library Books:

The library is a wonderful resource for our students, offering a diverse range of books to nurture their love for reading and learning. However, it's crucial that we remind our children to treat these books with care and respect. Encourage them to:

- Handle books gently, turning pages carefully to avoid tearing.
- Keep books away from food, drinks, and other potential sources of damage such as wet clothes in their backpacks.
- Store books in a safe place when not in use, away from younger siblings or pets who may inadvertently damage them.

Avoiding Loss:

We understand that children can sometimes misplace things. However, losing library books not only deprives others of the opportunity to enjoy them but also incurs replacement costs by the family to continue borrowing privileges.

Please remind your child to:

- Keep track of their library books, designating a specific spot at home for them when not being read.
- Double-check backpacks and study areas regularly to ensure books are not accidentally left behind.

Returning Books Promptly:

Consistent return of library books is essential for maintaining a healthy circulation system. It ensures that all students have equitable access to our library's resources. Please encourage your child to:

- Return library books on time, as per the designated borrowing period.
- Make a habit of returning books every week, even if they haven't finished reading them.

By reinforcing these habits at home, we can collectively foster a culture of responsibility and respect for our school's library resources. Together, we can ensure that all students have the opportunity to benefit from the enriching world of literature.

Thank you for your cooperation and support in nurturing lifelong readers and learners.