

Big Springs Library Back to School Information



To:

Students and Parents

From:

Mrs. Sivard, BSE Librarian

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Library Questions and Answers

When do the children come to the library?

BSE has flexible scheduling for all grades. This means that classes come to the library at different times of the week. Teachers fit the library into their schedule.

How many books may be checked out?

K starts the year at 1 then after Winter Break they begin to check out 2 1-2, 2-2, 3-3, 4-4, 5-5, 6-6.

For how long is a book check out for?

Each book is checked for two weeks but may be returned earlier. The due date is stamped on the front of the book. Books may be rechecked one time for two more weeks.

Where and when do students return books?

Books should be returned to the classroom. The teacher usually has a student return them each morning to the library. This student will put the library books in the Drop Slot in the library.

What if a student keeps the book too long?

If a book is not returned on time Bobcats can continue to check out until one book hits LONG OVERDUE status, which is at four weeks, then all check out stops. Four weeks is a long time for a book to be missing. Parents please talk with your Bobcat about being responsible and trustworthy about their library books. This is district policy.

What if a student loses or damages a book?

If your child loses or damages a book we have several options as to when and how it will be paid for. Please call me about this. If a book is returned with a bar code missing the Bobcat will need to pay a \$1.00 to have it put back on.

What is Self Check - Out?

At Big Springs, I have the library open almost every day all day. If a student has a pass from his/her teacher he/she can learn how to do self check-out. This is where if I am busy or gone from the library they pick out their books than leave them with a pass. When I return I check them out to the student. I then either send them to their class or they are put in the teacher's box in the materials center.

Which books may the students check out?

I encourage everyone to read on his/hers grade level. K and 1st grade students usually check out only in the "Everybody" section (E) and some Nonfiction books. Grades 2-6 may check out in any section. Third is encouraged to read chapter books as soon as they are ready to. I along with the teacher, try to make sure books that are being checked out are books the children can read. I do not catch all of the books each child brings home therefore: it would be wise if **YOU** spoke to your child about what type of books he/she should be bringing home. If you have any questions about this just give me a call at 469-593-8066.

Who may use the computers in the library?

Students may use Internet only if the Acceptable Use Policy has been signed by a parent and returned to school. All students may use the Kids Desk that is on each computer. The computers may only be used if library personnel or teachers are supervising.

What can parents do to help the library?

Please help your child find a safe place to keep his library books when they bring them home so that they do not get damaged or lost. Read to and listen to your child read. You can also volunteer to help in the library. Please see me, or e-mail me, at rebecca.sivard@risd.org if you would like to volunteer in the library. Again, you should always talk to your children about what they read and what type of books that they should be checking out and the responsibility that goes along with having books from the library (basic book care).

Book Care

1. Clean hands keep books clean.
2. Never write, scribble, glue or cut the pages of a book.
3. Mark your place in a book with a bookmark, not by folding the page of a book.
4. Turn the page by using the top corner.
5. Always carry your books in some type of book bag.
6. Keep your books in a safe place.
7. Return your library books on time.

Library Rules:

- Respect Others
- Care about Dewey
- Be Safe
- Be Trustworthy
- Read! Read! Read!
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Tribes Agreements

- Mutual Respect
- Attentive Listening
- Appreciations/No Put-Downs
- Participation/Right to Pass

Yearly Events in the BSE Library

- Bluebonnet Voting Party (3-6 grades)
- Six Flags 6 Hour Reading Club (all grades)
- Book It Pizza (all grades)
- Library Baseball (1-6 grades)
- Big Springs Summer Reading Club: Bubble Gum and More Party (all grades)
- Author/Storyteller Visits (all grades)
- Book Fairs (all grades)