

Library Procedures

***WHY* does this matter? The ERHS Library is here for the use of all students and staff. Following Library Procedures ensures that you show respect to yourself, to other people, and to the library facility.**

Be *engaged* in what you are doing.

Use soft speaking voices.

A pass from your teacher is needed to come to the library during class time.

Please ask permission to print; school-related printing only.

Your student ID is your library card.

Books and magazines can be checked out for 3 weeks and renewed twice, if there is no waiting list. You may check out up to 3 books at a time. (Want more? Just ask library staff).

Damaged book and library fines will be posted with the cashier.

Please clean up after yourselves and push in your chairs.

Not allowed: gum, food, open drinks, computer games, inappropriate websites, cell phone conversations.