



# Maple Library



**Dear Maple Families,**

Language and reading are important components of your child’s education and visits to the library are helpful in these areas. This year, I will teach the children important library skills, as well as reading a weekly story to them. I will also be rewarding them for timely book returns. I hope to make our library a fun learning environment for all Maple students.

In order to make the library a pleasant & productive place for everyone, there are three major library rules we use in conjunction with the Maple Elementary School Rules:

- 1. Be considerate of other people in the library.**  
This means using “six inch” voices and not distracting others.
- 2. Respect materials and equipment.**
- 3. Return items on time and in good condition.**

**\*NO food or drink is allowed in the library. (This includes water.)\***

After reviewing this letter with your child, **please sign below** so that your child may begin checking out materials from the library.

**State law does require parents to be responsible for lost or damaged school materials, so we are asking for your cooperation in order to prevent loss and damage to our books.** Please assist your child in reviewing proper care of borrowed materials including library books and textbooks.

**Let’s work together to make this a great year for your child!**

Sincerely,

*Mrs. Kimberlee Eggly*  
Maple School IMT/Librarian  
(805) 498-6748 x115



**Please return lower portion of letter to classroom teacher.**

I have read the Library Responsibility Letter.

CHILD’S NAME \_\_\_\_\_

TEACHER’S NAME \_\_\_\_\_

PARENT’S SIGNATURE \_\_\_\_\_