

## Wilson Middle School School Library Policy

1. Items are checked out for **2 weeks.**
2. **Some** Reference items are available for a **3 day** check out and are clearly marked.
3. **1 renewal per book,** unless that book has been requested by another patron.
4. **No check out if any over due items or indebtedness.**
5. **2 books per patron limit,** this will include visits to the library when the patron is not with his/her class.
6. **A \$15.00 fee** will be charged for a lost hardcover book or **total replacement cost** if known.
7. **A minimum \$5.00 fee** will be charged for a lost paperback book.
8. **A fine of 5¢ a day** will be charged for overdue materials.
9. **A vandalism fee will be charged** for replacement of bar code label, spine label, crayon, pencil or ink markings, dirt or water damage, damage to book cover or pages, etc.
10. **A student will lose their library check out privileges after the loss of 2 library books.**
11. **No food or drinks** are allowed in the Library at any time.
12. **No gum or candy** is allowed in the Library at any time.
13. **No cosmetics** are allowed in the Library at any time.
14. Magazines are to be read in the Library only.

## Wilson Middle School Library computer use

1. User must leave **I.D.** card with librarian while using the library computers for anything other than the card catalog program.
2. User must use computer for **school assignments** only.
3. **User may not insert a personal floppy disk into a school library computer.**
4. User may save information on a library disk and save that disk in the library.
5. There will be a charge of **10¢ per page** for printing.
6. If there are people waiting to use the computers, there will be a user time limit of 30 minutes.

A GOOD BOOK IS THE  
BEST OF FRIENDS,  
THE SAME TODAY  
AND  
FOREVER.

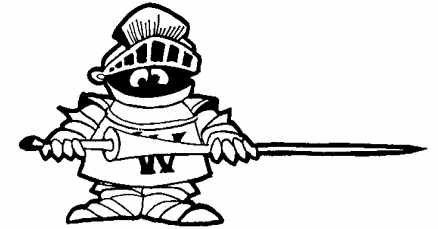
*MARTIN FARQUHAR TUPPER*

Books are fuel  
To run your mind!  
Fill up on books. . .  
See what you'll find!

The more you read,  
The more you know.  
The smarter you grow,  
The stronger your voice,  
When speaking your  
mind  
Or making your choice.

**Wilson Middle School**  
**1221 Monterey Road**  
**Glendale, California 91206**  
**818-244-8145**

### Library Policy



### Library Hours

	Open	Snack	Lunch	Close
<b>Monday</b>	7:30	Closed	Closed	4:00
<b>Tuesday</b>	7:30	Closed	Open	4:00
<b>Wednesday</b>	7:30	Closed	Open	4:00
<b>Thursday</b>	7:30	Closed	Open	4:00
<b>Friday</b>	7:30	Closed	Closed	2:00