Lisnagry N.S Book Rental Scheme Policy

Rationale:

In the present economic climate we are hugely aware of the importance of keeping school costs to a minimum. The book rental scheme saves parents a lot of money, especially in the long term, as the child progresses up through the school. The scheme is operated by the school staff on behalf of the Board of Management with occasional assistance from parent volunteers.

Benefits to a Book Rental Scheme:

There are many benefits for both parents and pupils:

- The scheme will greatly reduce the amount of money spent by parents each year on books.
- Parents no longer have to go through the hassle of purchasing and covering books.
- All schoolbooks will be provided by the school on the first day of the year.
- As the school is buying in bulk, there will be a significant discount on price.
- All pupils will have access to a much wider range of textbooks, as the school will purchase additional school texts.

Timeframe:

The scheme will begin operation for the school year 2015/2016. The Board of Management has received funding from the Department of Education for the Book Rental Scheme in Lisnagry N.S.

Main Points of the Scheme:

The scheme is compulsory.

The parents are charged a fixed sum each year to participate in the book rental scheme. This money is then used to buy/cover/supplement/replace sets of books for the class which are used by children in the school. With careful management these books can last for many years. They are normally replaced because the books are out of date rather than because of the condition of the books, once the books are treated with respect and care.

A rental charge of €10 per year for Junior Infants to 2nd Class and €20 per year for 3rd to 6th classes will apply. The payment of this charge will secure the rental of all relevant textbooks as and when required throughout the school year.

Purchase of copies, disposable materials and stationery will remain outside the scope of this scheme and remain the responsibility of the parents.

To qualify for admission to the scheme and to ensure each child has the necessary books from the first day of school, the rental charge must be paid in June 2015.

Each parent/guardian will be required to read, accept and sign the book rental scheme terms and conditions which will be retained in the school.

The books supplied under the scheme will remain the property of the school and may be subject to inspection at any time by a member of the teaching staff.

Membership of the scheme is at the discretion of the Board of Management and the School Principal. Any pupil found to be abusing, defacing or disposing of rented books will be dismissed from the scheme and will be required to supply their own textbooks for the remainder of their time in the school.

Books supplied under the scheme will be purchased new.

Maintenance:

- Pupils are responsible for all textbooks issued by the book rental scheme and are actively encouraged to take proper care of them.
- Pupils should handle them with care. Pen and pencil marks, water damage or torn books will not be accepted and must be replaced.
- All text books are covered with clear plastic covers.
- Small labels with the child's name will be applied to the books by the school. Parents/pupils are not permitted to write their name on the book in any other place.
- No sellotape or staples are permitted on the books.
- Teachers also have a vital role to play in the proper care and condition of the textbooks.

Return of Books:

- At the end of the school year the books are to be handed back to the class teacher.
- A date is decided with the Principal as to the last date for all book returns and parents/pupils will be informed in advance of this date.
- The cost of lost, damaged or unreturned books is borne by the parents.

Policy Ratification:

Signed on behalf of the Board of Management:

Chairperson:_____   Date:_____

Review Date: 2017/2018