

POLICIES

Channelview High School Library Media Center

BOOKS	<ul style="list-style-type: none">▪ may be checked out for 2 weeks at a time▪ overnight and weekend Reserved books
CLASSES	<ul style="list-style-type: none">▪ the library can accommodate 2 classes per period▪ teachers must schedule in advance
COMPUTER PRINTS	<ul style="list-style-type: none">▪ 10 cents per day
COMPUTER & INTERNET USE	<ul style="list-style-type: none">▪ Signed <i>Student/Parent Agreements for Electronic Communications System Agreement</i> on file and teacher's pass are required during class periods▪ no pass required after school hours (2-4 PM)
LIBRARY USE	<ul style="list-style-type: none">▪ during class periods, a pass from a teacher is required▪ no pass required before or after school hours
MAGAZINE, JOURNALS	may be checked out for 2 days
OVERDUE FINES	5 cents per school day
PHOTOCOPIES	10 cents per page
SOUND RECORDINGS (playaways, audiocassettes, CDs)	<ul style="list-style-type: none">▪ may be checked out for 2 weeks at a time
TEXTBOOKS	<ul style="list-style-type: none">▪ one copy of each is available for IN-LIBRARY use only.▪ To keep a textbook overnight, request to borrow a copy from your teacher's class' set▪ To keep a textbook for the rest of the school year, request a copy from the Campus Textbook Coordinator
VIDEOS	<ul style="list-style-type: none">▪ For classroom use only▪ Occasional special arrangements may be made

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