

# Regulation of the library

Dear parents, your children are fortunate to be in a school which has a library. They will find novels, non-fiction books and even comics, whether for fun or for schoolwork.

So that everything goes as well as possible, here are the specific procedures and rules to follow in the library.

## 1. Schedule

Each class enjoys one library session per week according to a schedule established with the teachers. During these sessions, children enjoy a reading and then can choose one or more books to borrow.

The Primary children are allowed to come to the library during their lunch break. The library will remain closed during morning and afternoon recess to promote children's outdoor time.

## 2. Loan

- Kindergarten: 1 book at a time, for a week.
- Primary: up to 3 books at a time (L1, L2, personal choice), for a period of two weeks.

Children can keep books during school holidays (All Saints, Christmas, Carnival and Easter) except for the summer holidays. As stipulated in the school regulation<sup>1</sup>, the child must have returned all his/her books to the library by the end of the school year to receive his school certificate.

## 3. Loss and damage

In case of loss or excessive damage of a book, some compensation will be requested.

- Kindergarten and P1: replace the book with any book belonging to the child.
- P2 to P5: a note will be pasted in the diary with the reference of the book to buy.

**NB:** For security reasons, NO financial compensation (cash or bank) will be accepted!

## 4. Behavior

The behavior required in the library is the same as the one expected in class. Speaking normally is accepted, there is no need to whisper but be careful to respect other children's

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<sup>1</sup> See Article 52.6, p.34 of the General rules of the European schools: <https://www.eeb2.be/en/our-school-plans-regulations-policies/>



work / reading. A working room has been set up for pupils who would like to work on a group project.

Eating in the library is not allowed, however children can bring their water bottles.

Happy reading,

Laure Brogniez (librarian)