

Student Name: \_\_\_\_\_  
(PLEASE PRINT STUDENT NAME)

Grade: \_\_\_\_\_

Room: \_\_\_\_\_



# Proctor Elementary School

17520 Redwood Road • Castro Valley, CA 94546  
(510)537-0630 • FAX (510) 537- 6752  
www.proctor.cv.k12.ca.us



A California Distinguished School

## School Library – Use Agreement

### The library staff agrees to:

- 1) Provide each student the opportunity to visit the library weekly and check out materials.
- 2) Provide a pleasant environment where respect is promoted for students and materials.

### Students agree to:

- 1) Demonstrate proper library behavior. Come in quietly and follow the Proctor School code of conduct which includes respect for staff, materials, and equipment.
- 2) Come into the library without food or drinks and with clean hands.
- 3) Treat materials with care.
- 4) Return materials on time so others can use them.
- 5) Be responsible for the replacement cost if materials are lost or damaged while in the student's possession.

### Replacement Costs:

Hardbacks: \$20.00  
Paperbacks: 8.00  
Magazines: 3.00

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I have read and understand the Library Use Agreement:

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Student signature

Date

Parent signature

Date