

ERHS Text Book Policy

- All textbooks have been bar-coded.
- Students must have their school I.D. card to check out any materials from the Media Center.
- All student textbooks will be checked out to the student through the Media Center Library system.
- All student textbooks will be checked back in to the Media Center Library system by the student when the class ends or if a student moves before a class ends.
- Students are responsible for their checked out textbooks. **They must be returned with the bar-code intact or the student will pay replacement cost for the book.** (WARNING! the average price for a textbook is about \$75 – if the bar-code is damaged during use, immediately return it to the library for repair)
- Books must be returned with reasonable wear or students will be charged a damage fee.
- Do not write or mark in or on your textbooks.
- Do not cover your textbooks with stretchable book covers. Please use brown paper bags for covering your books.
- Covers must be removed by students before the books are checked into the Library system.