



Library and Textbook Library

New Rules:

1. Strictly no eating and drinking in the library.
2. No bags – bags can be left in the bag lockers at the front door or outside in the passage.
3. Returned books to be placed in the **returns box** at the front desk.
4. Books can only be loaned out during the breaks. Absolutely no loans during class periods.
5. Loans can only be done on presentation of a valid school ID card.
6. Stationery items can only be purchased with cash and only during breaks.
7. Use of the library during class time is by appointment only and with a class teacher present.
8. All computer and printer queries must be directed to the IT department.