

LIST OF RULES

OF THE XLII LO's SCHOOL LIBRARY

1. Only students, parents, teachers and school employees can have access to the book collection of our school library.
2. One can see the opening hours of the library on the front door.
3. One can borrow books only on his/her own name.
4. One can borrow books four books for a period of one month at once.
5. Students which are preparing for competitions and olympiads can borrow more books.
6. If the reader hasn't read the book and the rental don't have any orders, he/she can prolongate it before the date of return.
7. Reader can request to reserve a book, and the request is taken into account in order of appearance.
8. One shouldn't lend books and other documents from our school library to other people.
9. One should treat books and other documents as the common good.
10. In case of destruction or loss of a book or other document one should buy it back or give to the library another useful book of equal or greater value (the exceptions are the student's books).
11. All books should be returned to library three weeks before the end of the school year.
12. Students which won't returned all of the borrowed books until the end of the school year will have to settle this situation with library or they will have held certificate.
13. In case of changing the school, student has to settle with library before he will leave our school.
14. Every reader has to become familiar with these regulations and to abide them entirely.

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