

ROOSEVELT LMC ACCESS FORM

1. Check one box only

I am a new student requesting Roosevelt LMC access. Either I'm new to Roosevelt OR I did not complete a form in 7th grade. Fill out items 1-10 on this form and bring it to the LMC.

I already have Roosevelt LMC access. Fill out items 1, 2, 5, 7-10 and bring to the LMC.

2. FIRST NAME: _____ LAST NAME: _____

3. STREET ADDRESS _____

4. ID#: _____

5. GRADE LEVEL: _____

6. PHONE NUMBER : _____

7. ADVISORY TEACHER'S NAME: _____

If this ever changes, notify Ms. Franowicz immediately.

8. Circle one advisory period: **4A / 4B / 5A / 5B** (for this first quarter)

I understand the "Roosevelt LMC Policies and Essential Information" briefly listed below.
You are expected to abide by these policies.

CIRCULATION TIME: Most books can be checked out for 1 month, including graphic novels. Audiobooks and magazines may be checked out for a period of 2 weeks. DVDs may be checked out for a period of 1 day. Most items will not be renewed unless being used for a school project. Books may be returned using the circulation desk return slot, or by 1:00PM in the blue dropbox outside the LMC.

OVERDUE PENALTIES: Books or 4 week items -- \$0.05/school day; DVDs or overnight items -- \$0.50/school day; 2 week items -- \$0.25/school day. Fines will not exceed \$5.00 unless an item has been damaged or needs to be replaced, then additional fines may be assessed up to the full replacement cost.

DVD RATINGS: The majority of our educational nonfiction DVDs are unrated. Other popular DVDs are rated G, PG, and PG-13. **The LMC possesses no R-rated DVDs.** Parental permission is required before a student may borrow any DVD from the LMC.

9. SIGNATURE OF STUDENT: _____

By signing your name on this line, you signify that you have read **everything** referred to in the above box, and that you agree to abide by **all** LMC policies explained both in class and what you have read.

... Please have your parent or guardian fill out #10 ...

Please note if your child has an outstanding fine due to a lost, damaged or overdue book from any prior West Orange school, they will not be provided with library access until that fine is paid, or the item has been returned.

10. SIGNATURE OF PARENT/GUARDIAN: _____

- By signing your name on this line, you signify that you have read everything referred to in the above box and agree that you will help your child abide by all LMC policies.
- Initial (below) which DVDs your child has your permission to borrow. **MARK ONLY ONE.** (If more than 1 box is marked, the most restrictive will be applied.)

NO VIDEOS/DVDs at all

Videos/DVDs rated G only

Videos/DVDs rated G and PG only

Videos/DVDs rated G, PG, and PG-13

*****PLEASE NOTE: Once ID cards have been distributed, they will be REQUIRED for LMC Access*****