

St Conleth's Community College School Book Rental Scheme

Book Rental Policy

Aim

To provide the options of a cost effective school book rental scheme to all families in our school community.

Organisation

- An annual rental charge will apply. Payment of the charge will secure the rental of all relevant textbooks listed in the booklist as and when required throughout the school year.
- Purchase of workbooks, disposable materials and stationary will remain outside the scope of this scheme and remain the responsibility of parents/guardians.
- To qualify for admission to the scheme the rental charge must be paid on or before a set date each year.
- Each parent/guardian will be required to sign a receipt for the books supplied which will remain property of the school.
- Membership of the scheme is at the discretion of the Board of Management. Any pupil found to be abusing, defacing or disposing of rental books will be dismissed from the scheme and will be required to supply their own textbooks for the remainder of their time in the school.
- If books are lost or damaged full payment for the book will be required for re-admission to the scheme.
- Books supplied under the scheme may be new or second hand at the discretion of the Board of Management.

Success Criteria

Monitoring of books by staff and parents will be important.

Review

There will be annual review of the scheme and a parental questionnaire at the end of year one.

Ratification

This policy was ratified by the Board of Management 30th April 2020
