

RRHS Library Check-out Policy

Check-out policy:

Students -

- 2 book maximum checkout for 20 consecutive days
- Students must use student ID to check out materials.
- Students accrue a five cent fine for each day book is overdue up to a \$5.00 maximum.
- Students may not check out a book if they have a fine or overdue book.
- Students will be fined for lost or damaged books.

Staff -

- 100 maximum checkouts
- Regular books – 30 days
- Videos – 14 days
- Reference books – 14days
- A/V equipment – 14 days

* Please return any unused materials or equipment ASAP so they will be available for others.