

Scoil Naomh Aingeal

Book Rental Scheme Policy 2015/16

Introduction

The Department of Education & Skills has advised schools to operate a Book Rental Scheme. It is proposed to introduce a scheme in **Scoil Naomh Aingeal in the school year 2015/16**. We hope that this will keep costs to parents to a minimum and also expose the pupils to a wider range of text books and resource materials, thus contributing educationally to the success of the pupil.

We also endeavour to reduce the weight of school bags, in accordance with Dept of Education and Skills guidelines.

Administering the Scheme

- A Book Rental Scheme Committee has been established, comprising of parents, staff and board members. This committee **will provide a book rental scheme for the families of Scoil Naomh Aingeal from 3rd to 6th Class.**
- The book rental committee will have a separate bank account, as advised by the Department of Education and Skills and the scheme will be self financing. Accounts will be provided to the Board of Management each year and made available to parents for inspection.

Costs

- A book rental charge will be applied per pupil per annum. The charge for this school year 2015/16 is €40.
- All parents/guardians are encouraged to enter into the scheme, to ensure it is successful.
- Participating parents/guardians must read and accept the Book Rental Scheme arrangements and conditions.
- Parents/Guardians must complete the application form and return it and the fee to the school **by 4th June 2015** at the latest. Unfortunately applications to join the book scheme cannot be accepted after this date as we need to order the books from the supplier.
- **This is a scheme for all pupils from Third to Sixth classes.**
- The Department of Education & Skills Book Grant will be administered as normal but will operate separately from this scheme.

Maintenance of Books

- The scheme **will include class text books and workbooks**. The resource books and reference materials available in classrooms will be added to over time.
- The scheme will **not include** Stationery / Photocopying/ Art and Craft fees.
- Books will be covered and stamped with the school stamp.
- The books will be the property of the school.
- Books will be in the classroom for pupils on the first day of the school year.
- Books will be subject to inspection regularly. Lost or damaged books will have to be replaced by the parent/guardian who signed for the books.
- Parents and pupils are reminded of best practice, regarding care and maintenance of the books.

Distribution and Return of Books

- Books will be left in school and pupils will only take home books required for homework.
 - All books are returned to the class teacher at the end of the school year.
 - A suitable data base will be used to track and record the Book Rental Scheme.
-

Scoil Naomh Aingeal
School Book Rental Scheme 2015/16
Application Form and Payment
Third to Sixth Class

I have read and agree to the arrangements for participation in the School Book Rental Scheme.

I wish to have my child avail of the scheme in the year 2015/16.

Cost of rental is €40 per pupil per year.

Book rental **payments** can be made by **cash only**.

Name of Pupil	
Current Teacher & Class 2014/15	
Fee Enclosed	
Class 2015/16	
Signed (Parent/Guardian)	