
Classroom and School Library Usage Parent/Guardian Acknowledgment Form

Student Name:	Date of Birth:
Homeroom Teacher:	Grade:

In order to keep “shared” items at a minimum, the usage of the general school library and the individual classroom libraries will be utilized differently this year as we work through the COVID-19 pandemic. Given that our classroom libraries and school libraries are one of the students’ favorite places and a place where students have the opportunity to choose a book and read it cover to cover numerous times, we will make these spaces available to our students again this year with some limitations.

In the general school library, books will be read to the students and the librarian/ teacher will choose a number of books to highlight to each class each time they are in the library. The students will be able to choose a book from those highlighted that week. The book is theirs to take back to their classroom and enjoy. The following week, when the book is returned, it will be returned to a bin marked for returned books where it will sit for the next five to seven days before it is sanitized and put back into general circulation. The same will be true in the classroom library where the teacher will highlight books for students to read and books will be returned to a bin where they will sit for five to seven days then be sanitized and put back into circulation.

As always, protocols of safety will be followed which will include:

- Training students to use hand sanitizer before choosing a book.
- Returning books to a “quarantine” bin where they will sit for five to seven days.
- Sanitizing the books before they are returned to the shelf.

Because of the risks associated with the COVID-19 virus we wish to respect every family’s choice and comfort levels when it comes to your child using classroom and school library books. Please complete the form below and return it to the school. Your child will not be able to sign out a book from the classroom or school library until this form is completed and returned to the school.

_____ Classroom and School Library Permission – Please choose one:

I give my permission for my child to sign out books from the **classroom and school libraries**.

I give my permission for my child to sign out books from the **classroom library only**.

I give my permission for my child to sign out books from the **school library only**.

I **DO NOT** want my child to sign out books from the classroom and school libraries.

Feel free to contact _____ if you have any questions.

My signature below indicates my understanding and acknowledgment of the school and classroom library protocol and acknowledges my choice noted above.

Parent/Guardian Signature: _____

Parent/Guardian Name (Please print): _____

Date: _____

****Please return this acknowledgement form to your child's school***