

SCHOOL LIBRARY POLICY

The school's book borrowing policy outlining the guidelines and procedures for borrowing books from the school library:

The school provides academic references and textbooks at the beginning of the year. Students must return their textbooks at the end of the academic year. Also, during library classes, students can borrow books and stories from the school library, expecting that they return them during the following week's library class. Parents must follow up on this and encourage their children to adhere to the return dates for the borrowed books.

The borrowing conditions for the school library are as follows:

1. Paying a library guarantee of 300 riyals, which will be refunded if the student withdraws or graduates from the school, with no financial penalties recorded on the student.
2. The maximum number of books that can be borrowed at one time is two.
3. Borrowed books must be returned during the next library class, within a 7-day borrowing period.

In cases of delays, loss, or damage to borrowed books, the following actions will be taken:

1. The student will be warned about the need to return the book.
2. In the event of book loss or damage, the student will be required to pay a penalty:

The cost of a school curriculum book (the actual book cost).

School library book cost of 50-100 riyals, depending on the type of book.

The penalty costs will be deducted from the library guarantee paid in advance.

The library guarantee can be paid in cash or by bank transfer. It is essential for students and parents to understand and adhere to these rules and regulations to ensure the proper functioning and maintenance of the school's library resources.

