



St. Attracta's Senior School

MEADOWBROOK, DUBLIN 16

BOOK RENTAL SCHEME

May 2017

Dear Parents

We introduced a Book Rental Scheme in the Senior School in recent years and have found it to be very successful.

How Book Rental Scheme works -

- The school loans textbooks to children and charge an annual rental fee
- Books are owned by the Board of Management and are rented each year to pupils
- At the end of the school year, your child returns the borrowed textbooks to the school
- Any book that is damaged or lost will have to be paid for by parents
- Terms & Conditions of participating in the scheme apply (see overleaf)

Savings on the Scheme

- The cost of renting the books from school is significantly lower than buying the books
- At present, the books on the Book Rental Scheme cost approximately €80.00 per class but we anticipate parents will only pay €25.00.

The cost of the scheme is determined by -

- The amount of the Government Book Rental Scheme Grant
- The cost of new books required each year
- The volume of second-hand books donated and/or purchased

Only new and good quality up-to-date second-hand books will be used in the Book Rental Scheme. Donating second-hand books means fewer new books will have to be bought, keeping the Annual Rental Fee to a minimum so all donations are very welcome.

Please find attached a section which you must complete and return to the school before Wednesday 31st May for your child to be included in the scheme.

Many thanks for your co-operation and support.

Le gach dea ghúí,

A handwritten signature in cursive script, appearing to read 'Muireann Máirtín'.

Muireann Máirtín,
Príomh Oide

BOOK RENTAL SCHEME 2017-2018

We are currently finalising our Book Lists, but we have estimated the cost of the books which will be provided by the school under the BOOK RENTAL SCHEME 2017-2018 will amount to €80.00 approximately. The Book Rental Scheme Payment means you will only have to pay €25.00 for these books.

If you wish to participate in the scheme, please send in the payment and the slip below in an envelope marked 'Book Rental Scheme', with your child's name and current class teacher's name.

If you do not opt in to the Book Rental Scheme, you must purchase these books yourself.

BOOK RENTAL SCHEME TERMS & CONDITIONS

The Procedure

- The principal and teachers decide on the book list.
- Student numbers for the next academic year are calculated.
- All existing stocks of books are reviewed and the number of new books required are calculated and purchased.

The Fee

- Parents are informed of the cost of the rental charges and the collection dates of these fees.
- The annual charge may vary from year to year depending if there are changes to the booklist from the previous year and if books need to be replaced due to wear and tear.
- The school office will accept book rental scheme payments.

Maintenance

- Pupils are responsible for all books issued to them and must take proper care of them.
- Pen and pencil marks, staples, sellotape, water damage or torn books will not be accepted and must be replaced by parents.
- Regular inspection of the books will take place by the teachers and the Book Rental Scheme committee.
- All books must be returned in excellent condition at the end of the school year.

Distribution & Return of Books

- Books will be distributed to students when school starts in late August.
- Parents have one week after receipt of books to contact the BRS committee with any queries.
- When books are finished in each class, they are returned to the book rental committee.
- A date is decided with the principal as to the last date for all book returns.

What is not included in the scheme?

- Copies, pens, pencils and other extra materials are outside the scope of the scheme and remain the responsibility of parents.
- It will include the cost of covering books in order to maintain them in the best condition possible and we hope to obtain a book covering machine costing €1,000 over the next two years.

Book Rental Scheme Membership

- Participating in the scheme will mean that you agree to adhere to the terms and conditions of the Book Rental Scheme.



I wish my child to avail of the Book Rental Scheme 2017-2018. I have read and agree to the Terms and Conditions for participation in the Scheme.

Name of Pupil _____ Current Class _____

Parent/Guardian Signature _____ Date _____

Fee Enclosed - €25.00 **Please complete and return with fee to the school before 31st May.**