



# Irvin L. Young Memorial Library

## TEACHER PACKS POLICY

Teacher packs are **library** materials put together by the Youth Educational Services Librarian for ~~area~~ **local** educators. **Eligible** educators include teachers, homeschool providers, and childcare providers **who work within the boundaries of the Whitewater Unified School District.**

1. The Youth Educational Services Librarian will select up to 20 age appropriate materials **total. ~~by subject.~~ Requests can consist of multiple titles on a particular subject or multiple copies of a single title.**
2. We cannot guarantee specific title requests or a certain amount of titles per subject due to seasonal demand.
3. We can place holds on ~~materials~~ **multiple copies of the same title.**
4. All materials in packs are subject to the library's [borrowing policy](#). The Library does not charge overdue fines on materials.
5. Loss and/or damage of library materials is the responsibility of the borrower i.e. the teacher, homeschool provider or childcare provider. **This may include repair and/or replacement costs. This applies even if an educator allows students to use library materials outside of their classroom.** The Library will bill for replacement costs for any items that have not been returned more than 30 days past the final overdue notice.
- 6. We require two weeks' notice for requests.**
7. You will be contacted once your pack is complete. You will have 7 days to pick it up.
8. Please be as specific as possible with requests when filling out the online form.

## NOTES

~~Teachers can allow students to remove these items from their classroom at their discretion. The teacher is still responsible for lost or damaged items.~~