



Clark Middle School Library



Welcome to the 2022-23 school year! Please be assured that the students' safety as well as their academic success are still being made top priorities in the library. Please feel free to reach out with any concerns or questions as the year progresses. Below are the library's guidelines and some helpful resources to assist students/parents throughout the year.

Some guidelines for the library include a two book limit and each student may keep the books for a four week period (with one renewal after 2 weeks). Students are allowed to renew their own books from school or at home. The Clark library catalog of books can be found at <http://library.lcsc.us/clark-middle-school/> by selecting **The Catalog**. Then choose Hal E. Clark Middle School and start your book search! **Sign in using the Google email address info in your student's email address, everything before the "lcstudents.com" and type the student ID number as the password.** Students may browse, renew their own books, create personal book lists, and put books on hold after logging in to their library account from school AND home. The renew, personal reading lists, and hold options are only available once students sign into their Clark library accounts using the Clark library catalog.

E-books and audio books can be checked out to students just like library books by going to <https://library.lcsc.us/middle-school-electronic-resources> at the bottom where it states Download audiobooks/ebooks. To get into their Follett account from home, the student's login is their **Google email address, everything before the "lcstudents.com" in their Google email address and their password is their ID number.** Students can also download the **Sora app** at Apple App Store or Google Play Store to access even more online books (free). Download the Sora app and sign in with the same info as the Follett account above to get reading. Audio books are very helpful for reluctant readers! Please take a look around online! This is a very easy way to keep your students reading at home on their smart phones, Ipads, and Kindles without needing to go to the library! In addition, by using the Lake County Digital Library Access Card that each student will be provided, he/she can access the Lake County Libraries to increase his/her ebook and audiobook options. Can you imagine having the option of a variety of libraries at your fingertips without leaving your home?! *Now is the time to embrace online reading!*

After the four week period is up for having book(s) checked out, the book(s) will be marked missing in the student's library account. There **are NO BOOK FINES**, but if the book(s) is/are not returned, are lost, or are damaged, the full cost of the book(s) will be charged to the student. A block will be placed on the student's account until the fine is paid in full or the book(s) is/are

found and returned. Checks (made out to Clark Middle School) or cash (exact amount - we cannot make change) are accepted to clear any balance on a student's account.

Each LA class will have its own library day/time every two weeks. Each student may come to the library during the day with permission from his/her teacher and with a library pass. If students use their passing periods for library time and end up tardy to class, they will receive consequences from their teachers. Printing is allowed in the library with teacher or librarian permission.

Most books within the library consist of topics, language, and issues addressing and attracting the average middle schooler. However, there are some upper grade level books (YA= Young Adult) that may not be appropriate for all students within Clark. Each of these books is labeled with a "YA" label. PLEASE NOTE: Young Adult titles may contain controversial themes, mature content, and/or profanity. These books will also be more challenging to read and understand.

In 5th grade, we request parent permission to check YA books out from the Library. Therefore, I ask that **if you want to grant your student permission to check out the YA books, please sign and return the bottom of this sheet. This permission slip will be kept on file in the library.**

Grades 6-8 do not need parent permission slip, but if you DO NOT wish your student to check YA books out, we are able to place a block in the system. Please email me if you do not wish your 6-8 grade student to check out YA books and I will place the block in the system.

Please feel free to contact me with any questions or concerns throughout the school year. I'm excited to start another year and hope this year is successful for all Clark readers!

Mrs. Genovese

Media Specialist

tgenoves@lcscmail.com

My office: 219-365-9203 ext. 7200 or 7298

5th Grade ONLY

I grant permission to my 5th grade student to check out YA books for the 2022-23 school year.

Student's Name: _____

Parent signature: _____