



BARBERTON PUBLIC LIBRARY Teacher Loan Card Policy

A Teacher Loan library card will be issued to any teacher upon request. For the purposes of this policy, a teacher is defined as any home educator or other individual: functioning as an educator in a public or private school; working as caregiver at a commercial or private preschool or daycare; functioning as group leader in a youth organization or educational entity. The teacher must have a personal Clevnet library card in good standing.

Teachers having a personal library card that has accumulated fines or fees exceeding the maximum fine/fee threshold for borrowing will not be permitted to use the Teacher Loan card until the personal fines/fees are below the threshold.

A Teacher Loan is for 28 days on all materials owned by the Barberton Public Library (except for videos and DVDs which are loaned for one week). Material borrowed from other libraries will be loaned for 2 weeks. No late fines will be charged on materials checked-out on a Teacher Loan card; however, overdue notices will be sent when the materials are overdue.

All materials checked out on the Teacher Loan card are the responsibility of the teacher. Damaged, lost, or stolen materials are the financial obligation of the teacher. When a Teacher Loan is 6 weeks overdue, the teacher will be billed for the cost of replacement of those materials.

Materials checked out on a Teacher Loan card should be for classroom use only and not for personal use.

All Library policies have been designed to maximize available resources and ensure accessibility. They are always subject to review and revision by the Board of Trustees as necessary.

Approved by the Board of Trustees, May 22, 2008; Revised Feb. 23, 2012