

Media Center Policies

- Media Center Hours are 8:15-4:15
- The media center provides online access to a wealth of learning resources available 24 hours a day via our website; please see agenda for passwords
- Students are responsible for maintaining their own media center accounts, including logging in, logging out, and scanning materials correctly
- Up to **three** books may be checked out for a period of **two** weeks
- Books may be renewed
- Checking out materials from the Media Center is a privilege that comes with responsibility. Students are expected to return materials on time
- A fine of **ten cents** per school day will be charged for overdue books.
- Students with overdue material and fines are sent notices through their school email accounts
- Books that are 10 days overdue will have notices sent to the parent email account that is recorded in Canvas
- **County Policy: Current replacement cost will be charged for lost or damaged material and are expected to be paid by the end of the school year**
- Students visiting the media center without their class must have their agenda signed by their teacher
- Students must follow the Cherokee County School District Acceptable Use Policy when using computers, and other technology.