Media Center Policies

- Media Center Hours are 8:50-4:45
- 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 at the Check-out desk
- 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 20 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 who have unpaid media center fees or overdue books will not be allowed to participate in field day until books are returned and all fees are paid
- Students visiting the media center without their class are asked to sign in upon entering the media center
- Students must follow the Cherokee County School District Acceptable Use Policy when using computers, Nooks, Flip Cameras, Nexus 7 devices, Kindles, and other equipment.