Emerald Christian College
Textbook Hire Scheme 2017

Dear Parents/Carers,

Information

The aim of this pamphlet is to provide Parents/Caregivers with an overview of the conditions and benefits of the Emerald Christian College Textbook Hire Scheme.

Note: Use of the term ‘Text Book’ in this document refers to both physical (paper) copies of the text books and their electronic versions. No text books, paper or electronic, are available to the College or students free of charge.

Purpose

The purpose of this Textbook Hire Scheme is to provide convenient and cost friendly access to all college textbooks required by participating students.

Participation in the hire scheme is voluntary and Parents/Caregivers need to be aware that this hire scheme is for their benefit. Non participation in the hire scheme will mean that Parents/Caregivers will need to purchase all listed textbooks. This may be of significant cost to you as a Parent/Caregiver. By purchasing in bulk, the college reduces the overall cost to Parents/Caregivers and maintains current materials in good condition for students to use.

Conditions for participation in our hire scheme are listed below.

Conditions Governing Participation in the Hire Scheme

- Textbooks are issued from the College Library using the Library borrowing process. The attached “Parent/Caregiver Consent Form” is to be completed and returned to the Administration at the College.
- Books and resources issued to students are to be adequately protected during the period of hire. Students name and year will be entered immediately in the appropriate area at the front of the book to identify their ownership during the period of the hire.
- The Parent/Caregiver will pay the value of books damaged or lost before further issues are made. The cost of any lost books found and returned after payment has been made will be refunded.
- Students who display poor records for losing or damaging books or who attempt to procure materials other than by hire may be removed from the Hire Scheme at the discretion of the Principal.