

## **LOAN PERIODS FOR RESOURCES AND STUDENT EQUIPMENT**

Library resources and student equipment may be loaned for one of three loan periods:

- the entire school year
- a 1 month loan period
- a 3 month loan period

The type of item that is loaned to Alberta schools determines the loan period.

1. Items loaned for the entire school year:
  - Student Equipment
  - Curriculum Resources, which include textbooks, atlases, and dictionaries
2. Items subject to recall after a 1 month loan period:
  - Kits (except those that fall under point 3)
  - Professional Resources and Videos
  - Leisure Reading (titles used for novel studies may fall into this category)
3. Items subject to recall after a 3 month loan period:
  - Light Box and Materials, Level I
  - Light Box and Materials, Level II
  - Light Box and Materials, Level III
  - Mini-Lite Box and Materials
  - Programs used for teaching Braille literacy skills

Items that fall under points 2 and 3 may be kept by the school and returned at the end of the school year, unless a Recall Notice is initiated by Library Services. Recall Notices are initiated when students are placed on waiting lists.