

# **JINDAL VIDYA MANDIR**

## **KALMESHWAR**

**CBSE Affiliation No. 1130743**



## **Library Rules**

The School Library is open to all bonafide students of the school. All classes will have at least one library period per week. Students visiting the Library have to observe the following rules :

1. Books will only be issued to students for home from class V onwards.
2. Until the previously issued book is returned students will not be eligible for fresh issue.
3. Strict silence must be maintained in the Library.

4. Reference Books will not be issued. These books can be read only in the Library.

5. If Books are returned late without a valid reason the borrowing facility will be withdrawn for a period of 4 weeks or more.

6. Books marked disfigured or damaged while in their possession will have to be replaced by the borrower, failing which their parents will be billed the cost of a replacement.

7. Any student found deliberately damaging or defacing a book may be debarred from the library for the entire term or academic year.

8. The Library has an open access systems, and the students must help to maintain the order and organization of the collection in different shelves. They must place the book in the shelves strictly according to the call numbers, after consultation with the Librarian.

9. Students are not allowed to bring their personal books or belongings to the library.