

SCHOOL BOOK RENTAL SCHEME

A school book rental scheme is in operation in the school.

The following conditions apply to the scheme:

1. The scheme is voluntary. Book lists will be supplied to parents in the normal way.
2. A security deposit of **€35.00** is payable on behalf of each student who joins the scheme. This deposit will be held against the safe return of all books rented to pupils under the scheme.

If books are lost or damaged, some or all of this deposit will be retained to cover such loss or damage. Full compensation for lost books will be required before readmission to the scheme.

In the normal course this deposit will be returned when a pupil leaves the scheme having safely returned all the rented books.

3. Annual rental: A rental charge of **€85.00** per year (in addition to the security deposit of €35.00) will secure the rental of all relevant text books listed in the book list as and when required throughout the school year. The €35 deposit carries forward to next year if all books are returned in good order at the end of current year.
4. Purchase of school stationery and disposable materials will remain the responsibility of parents.
5. To qualify for admission to the scheme the deposit and rental charge must be paid on or before **1st June each year**. This deadline is **absolute** - no late applications will be considered.
6. The Department of Education Book Grant scheme will be operated separately from this scheme. Application forms for the book grant scheme can be obtained from the school office and must be submitted to the school office before 23rd May. If a pupil is deemed eligible a grant of €40.00 will be set against the rental charge of €85.00 leaving a balance of €45.00 to be paid.
The Security deposit of €35.00 will still be payable if you are a new entrant to the scheme.
7. The books supplied under the scheme will remain at all times the property of the school. They will be subject to inspection at any time by a member of the teaching staff.
8. Membership of the scheme is at the discretion of the school Principal. Any pupil found to be abusing, defacing or disposing of rented books will be dismissed from the scheme and will be required to supply their own text books for the remainder of their time in the school.
9. Books supplied under the scheme may be new or second hand at the discretion of the Principal.

10. Admission to the scheme in the second and subsequent years is conditional on the safe return of **all books** supplied in the previous year.

SCHOOL BOOK RENTAL SCHEME
Junior Cycle

Application Form

Date: _____

Student's Name: _____

Year Group: _____

I wish to apply for admission to the school Book Rental Scheme and agree to abide by the conditions of the scheme as laid down by the school management.

N.B. if you are a current medical cardholder please complete the Book Grant Form obtainable from the school office. All family members attending the school should be entered on this form.

Has an application been made for a book grant? Yes _____ No _____

Enclosed:

1. **Rental Charge €85.00** Yes _____ No _____
2. **Rental Charge (with Book Grant) €45.00** Yes _____ No _____

Signature _____
Parent/Guardian

Please Note

1. If we do not receive this form before 1st June, we will presume that you wish to make alternative arrangements for the purchase of books. The deadline given is absolute.
2. The books supplied under the scheme will remain at times the property of the school. They will be subjected to inspection at any time by a member of staff.
3. If books are lost or damaged, some or all of the deposit will be retained to cover such loss or damage. Full compensation for lost books will be required before readmission to the scheme.
4. Membership of the scheme is at the discretion of the principal. Any pupil found to be abusing, defacing or disposing of rented books will be dismissed from the scheme and will be required to supply their own books for the remainder of their time in school.
5. Books supplied under the scheme may be new or second hand at the discretion of the principal.
6. Admission to the scheme in the second and subsequent years is conditional on the safe return of all books in the previous year.
7. The deposit will be returned when a student leaves the scheme.

Signature _____
Parent / Guardian