## **Borrowing rules:**

At our school, the Library is called the BCD. There is a wide selections of picture books, novels, magazines and documentaries in French, English and Lao.

## Before borrowing:

- Each student can borrow 2 books per week.
- Books must be registered within the Library's system.

## After borrowing:

- Books have to be returned:
  - o To the Library's system.
  - o Or in the box provided for this purpose
- If the book is damaged, the Library's system manager has to be informed by the student or his legal guardian.
- If the book is lost, the parents have to pay back the exact price.
- If the borrowed books are not returned, the student is not allowed to borrow other books.

## Library's rules

- Foods and drinks are not allowed in the Library.
- Each taken book has to be put away.
- To treat the Library how you found it.