

LIBRARY CARDS FOR SCHOOL DISTRICT TEACHERS AND ADMINISTRATORS POLICY

The Jericho Public Library Board of Trustees allows teachers and administrators in the Jericho School District to obtain a courtesy library card for the school year – September 1st through August 31st. The cards must be renewed annually. A school district employee registering for the first time must bring a photo ID and a letter on school district stationary verifying that the person has a contract for the school year. Anyone who is re-registering in September and whose library card is already on file needs to bring either a current pay stub or a letter from the school district verifying that he or she is an employee for the current school year.

Teachers and administrators have the same borrowing privileges as residents with the following exceptions:

- No materials may be reserved.
- No extended loan periods are permitted.
- Courtesy cards do not provide direct access privileges.

Adopted by the Board of Trustees of the
Jericho Public Library May 18, 1993
Revised October 7, 1997
Revised September 14, 2010