

December 2023

Dear families

We want to ensure that all students have the opportunity to read books as much as possible, both for enjoyment and reading fluency purposes. To achieve this, many students were given two or more library books on loan over the last academic year. Unfortunately, many of these have not been returned to our library.

Currently, there are over **245** books that have not been returned, amounting to **over £1,225**.

In addition to this, many books which are returned are often damaged amounting to a further loss of over **£3,000** as the majority of these books have had to be replaced.

Throughout this academic year 2023/2024, we will be keeping a close eye on the conditions of the books that students are returning (library books and Read, Write Inc. books). For any lost/damaged books, a fine may be issued on ParentPay.

Please continue to support your child in looking after their borrowed books and returning them on time.

Thank you in advance for your support,

**Miss Khan**  
**Library Champion**