

## Media Center Rules – Students

1. Students are encouraged to use the media center for research, technology use, leisure reading, curricular reinforcement activities, group projects, and study purposes. Students may work as individuals or as a group as long as a quiet and productive environment is maintained.
2. Students may use the media center laptops according to availability. The equipment must remain in the designated placement area, be used solely for school-related purposes, and be used in a manner consistent with common-acceptable use. Misuse such as vandalism, theft or tampering will result in restitution, office referral, or loss of library privileges.
3. Students may check out books provided no library fees (late fees or fines for lost books) are outstanding. The checkout period is 3 weeks; after that a fine will be assessed at the rate of \$ .10/day/book. (See Marathon Middle/High School Library Fines Policy for more information.)
4. Disruptive students will be asked to stop the disruptive behaviors. If the behaviors continue, the student will be asked to return to the classroom. If a pattern of disruptive behaviors develops or the behavior is egregious, the student will be barred from the library for a period of time varying from 1 hour to 1 semester depending upon the severity and the history of the behaviors.
5. No food or drinks other than water are permitted in the media center.
6. Students are expected to follow reasonable requests of teachers, staff, and other authorities.