EL TORO HIGH SCHOOL
TEXTBOOK INFORMATION

The books that will be checked out to you are your responsibility. The average textbook cost is $85

Here are some suggestions for taking good care of your books.

• **DO** write your name in the front cover in the space provided. **DO NOT** write or draw any other place in the book.

• **DO** check for damages when you get your books. You have till the end of September to bring the damage to the attention of the library staff. If you **fail to do this**, we will assume the damage was caused by you and you will be held financially responsible.

• **BOOKS** are checked out to individual students by a specific barcode number. They are checked in by the same number. Returning another student’s book will not clear your account.

• **DO** keep track of your books (distinctive cover, name inside). **DO NOT** leave books in classrooms, even with teacher permission. **DO NOT** trade or loan your books with anyone. Textbooks are your responsibility, not your teachers or your friends.

• **DO** cover your books. **NO STICKY COVERS, NO TAPE.** (You will be charged for any damage).

• **YOU** are responsible for whatever happens to your books the whole time they are checked out to you whether lost, damaged or stolen.

• **RETURN** books to the library immediately when you are finished with them, if you **drop a class or at the end of the semester**.

• **California Department Of Education Code #48904(b)** states that “Any school district or private school whose real or personal property has been willfully cut, defaced, or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon demand...may, after affording the pupil his or her due process rights, withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the pupil or the pupil’s parent or guardian has paid for the damages ...”.

*Used properly, these books are invaluable; abused, these books will cost you cash. Take care of them!*