

St. Cuana's N.S. Kilcoona, Headford, Co. Galway

Kilcoona N.S. School Book Rental Arrangement Scheme 2021/2022

The school book rental scheme has been available in Kilcoona N.S. since Sept 2014.

The following conditions apply to the scheme:

1. The scheme is voluntary. Book lists will be supplied to parents/guardians in the normal way.
2. A **security deposit of €10.00** is payable on behalf of each student who joins the scheme. This deposit will be held against the safe return of all books rented to pupils under the scheme.
3. Books that are lost or require replacing during the year **must** be replaced by the parents/guardians.
4. In the normal course this deposit will be returned when a pupil leaves the scheme having safely returned all of the rented books.
5. Annual rental: A **rental charge of €25.00 3rd-6th class/€8.00 1st-2nd class/** (in addition to the security deposit of €10.00) will secure the rental of all relevant school books 202/2021. The €10.00 deposit carries forward to next year if all books are returned in good order at the end of current year.
Bank: BOI, Main Street, Headford **IBAN:** IE95 BOFI 9038 7536 5800 35 **BIC:** BOFIE2D
Please reference bank transfer with Childs name & provide proof of transfer to school.
6. Purchase of school stationery and disposable materials including workbooks will remain the responsibility of parents/guardians.
7. To qualify for admission to the scheme the application form must be filled out by **Friday, June 11th.** As we are ordering new books this date is final.
8. The books supplied under the scheme will remain at all times the property of the school. They will be subject to inspection at any time by a member of the teaching staff. At the end of the year, the committee will have final say on whether the books are fit for reuse.
9. Membership of the scheme is at the discretion of the school Principal. Any pupil found to be abusing, defacing or disposing of rented books will be dismissed from the scheme and will be required to supply their own textbooks for the remainder of their time in the school.
10. Books supplied under the scheme may be new or second hand at the discretion of the Principal.

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11. Admission to the scheme in the second and subsequent years is conditional on the safe return of all books supplied in the previous year.

Yours sincerely

Sabrina Melvin
Principal