



# NEERJA MODI SCHOOL

## A GLOBAL INSTITUTE

Ref: NMS/ 2023-2024/ 003

DATE:, APRIL 6, 2023

Dear Parent,

At our end we are making every effort to make a wide variety of age specific reading material available to the children.

1) Library Books for reading at home will be issued to your child on the given days.

Sr.Kg	-	Issued on Wednesday
		To be returned on Tuesday
Nursery & Jr.Kg	-	Issued on Tuesday
		To be returned on Monday

Please help your child enjoy the book and put it in his/her bag on the day specified for return. In case the book is not returned on time:

- A fine of Rs.5 per day will be levied.
  - No new book will be issued to the child until the previous book is returned and the fine has been paid.
  - If a child is absent on the day of submission, he/she must return the book on the day he / she comes next. While going on leave for 2 days or more parents or guardians must send the book back to school, else a fine will be charged.
- 2) **Kindly ensure that the child does not damage or deface the book in any way (scribbling, tearing or any food stains) otherwise a fine depending on the extent of damage will be charged. In case of loss, 1½ times cost of the book will have to be paid by you.**

**Note:- Do not allow the child to carry the book daily in the bag. It must be sent only on the submission day. Also explain to the child that he / she should not take the book out of the bag in the bus or any other transport.**

P.S.:- Please ensure the child follows the points mentioned above and makes the library an asset.

Regards,

(MRS. INDU DUBEY)  
PRINCIPAL