

## INTERNATIONAL GERMAN SCHOOL HCMC

## Loaning in the library

# 1. Opening hours

Monday to Thursday 9.30 am - 4.15 pm \*

Tuesday 9.30 am - 4.45 pm \*

# 2. Loaning

Books, DVDs and games can be enjoyed during the above mentioned hours and be borrowed during the breaks. For the SuS of the IGS, the loan can also take place during the library hours.

Tuesday at 4:15pm - 4:45pm, the library services can also be shared by parents with their children. (from 8<sup>th</sup> January, 2019)

### 3. Loan period and possible damages

The loan period is two weeks and can be extended twice. If the loan period is not adhered to, a Fine will be charged, which must be paid at the school office. Possible damages or the loss of lent items must be compensated by the student or legal guardian in the amount of the expense of a new purchase. The accounting department will issue an invoice for this.













<sup>\*</sup> Special opening hours apply during school holidays.