

Norman Public Schools Fine Arts Library Guidelines for Non-District Patrons

Lending is a courtesy that Norman Public Schools sometimes extends to educators from outside the system who are in good standing. In order to continue this service, we must insist on the following guidelines.

Items may only be checked out of the library when the Norman Public Schools Fine Arts Librarian or the Fine Arts Project Coordinator is present. All items must be cataloged, stamped, and checked-out by the librarian before they are removed from the library. You will be required to supply your contact information.

Hours for Check out are: Monday through Friday, 8:00 to 4:00.

No More Than Four items may be checked out at one time.

Out of Print Music may not be checked out.

Any borrowed items needed by an NPS teacher must be returned to the library immediately upon request.

If items checked out of the NPS Fine Arts Library are lost or returned in a damaged condition, the individual checking out the items will be responsible for replacement. **Nothing may be checked out of the library by anyone that is in delinquent status until all missing items are returned or accounts are settled.**

Please direct any questions to:

Carrie Mitchell

Fine Arts Librarian

207 E. Gray

Norman, OK 73069

(405) 573-3562

<mailto:cmitchell3@norman.k12.ok.us>

NPS Fine Arts website - <http://www.norman.k12.ok.us/fpa/>