

**SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)**

**POLICY 506.4**

Effective Date, February 7, 2011

**TEXTBOOK DEPOSIT**

A learning resources deposit shall be collected from all middle and secondary school students to be held against lost or damaged learning resources. The deposit is a means of teaching the students a sense of responsibility; and, to control waste through lost or damaged textbooks.

- a) The textbook deposit will be \$50 per student to a maximum of \$100 per family. The textbook deposit will be held by the school until the student graduates or withdraws from the school provided that the textbooks are returned in a suitable condition at the end of each semester or school year. If the textbooks are damaged or not returned at the end of the semester or school year, the school will not refund the original deposit and may charge an additional deposit fee of \$50 per student to a maximum of \$100 per family at the beginning of the following semester or school year.
- b) In situations where students of a family are attending different secondary schools, the family textbook deposit will be paid at the school of the oldest sibling. It will be the responsibility of the parent to declare eligibility for the family deposit.
- c) Textbook returns will be permitted up to two weeks beyond the end of the semester of the school year. Textbooks returned beyond the two week timeframe will not be eligible for refund and the additional textbook deposit shall apply for the following year.
- d) The textbook deposit shall be reviewed annually by the Superintendent or designate.
- e) The school must include provision to waive in whole or in part, or to make alternate arrangements for payment of deposits, for parents/guardians who cannot afford to pay some or all of the deposit(s).
- f) The school must ensure that appropriate procedures are in place so that proper records are kept of textbooks and deposits. A separate accounting code will be established for tracking of textbook deposits.
- g) The definition of damaged books will be at the discretion of the school.
- h) The school shall not be responsible to pay interest on textbook deposits.