

## **Canyon Hills JHS Textbook & Device Policy**

Students will check-out one of each required grade level textbook, workbook and/or device for the school year.

**Please inspect your student materials for damage and report it to the librarian within 30 days after check-out. Students will not be responsible for pre-existing damage if reported to the librarian within the first 30 days.**

- Textbooks and devices are the property of Canyon Hills Junior High and Chino Valley Unified School District.
- A signed Student Use Agreement form is required for use of devices.
- Students will be issued textbooks and devices with a value over \$800.00. It is the student's responsibility to care for the books and devices in a mature manner.
- Textbooks and devices should not be damaged. Fines can be assessed from \$5 up to the total cost, if beyond repair. Students and their guardians are liable for any loss or damage to school materials or equipment up to \$10,000.00 (CA Education Code 48904).
- It is imperative that all textbooks that are carried outside of the home be covered with a book cover so that they are not damaged.
- See the Canyon Hills Junior High website for access to online textbooks if you have a two- household situation or will be travelling and need access to the textbooks.
- Prior to returning materials, clean them with a soft damp cloth.

Please contact me with any questions about policies, to report damage to books or devices, or for help with replacement options. Current textbook & device prices can be found on the school website.

Jeanne Sexton  
Library/ Media Asst  
Canyon Hills Junior High School  
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