

West Hartsville Elementary

214 Clyde Road
Hartsville, SC 29550
Telephone: 843-857-2370
<http://whe.dcsdschools.org>

Dear Parent,

Students are responsible for proper use and care of the textbooks issued to them. You may find more information about student textbooks on the Darlington County School District website under Curriculum and Instruction.

All textbooks are to be returned to West Hartsville Elementary at the end of the school year or whenever the student withdraws from school.

The parent, guardian, or other person having custody of the student to whom the textbooks are issued shall be liable for any loss, abuse, or damage in excess of that which would result from normal use of the textbook.

Beginning the 2010-2011 school year the South Carolina State Department of Education adopted a new barcode system for schools to track their textbooks. Two barcode labels are placed on each textbook. One is placed on the back cover of the textbook. The other is placed on the inside of the textbook. Please assist us by making sure your child does not damage or remove the barcodes. If a barcode is damaged or removed there will be a \$5.00 fine for the cost of a replacement barcode.

A letter will be sent home to notify you of the cost of any damaged textbook, lost textbook, or removed barcode. This must be paid within 30 days. If the notice is sent home at the end of the school year, it must be paid before the student receives his/her report card.

Thank you for helping your child maintain proper care of all textbooks issued to him/her.

Educationally yours,

Dr. Kay Howell
Principal

Student's Name

Student's Grade/Teacher

Parent/Guardian Signature

Date