



25th November 2024

Dear Parents/Guardians,

I am writing to bring your attention to an important matter regarding our school library. We have recently noticed a significant rise in the number of overdue books that have not yet been returned by students.

Our library is a valuable resource that provides students access to a wide range of books and materials to support their learning and foster a love of reading. However, when books are not returned on time, it limits the availability of these resources for other students.

We understand life can be busy and that returning a book can be easily forgotten. We kindly ask for your support in encouraging your children to return any overdue books they have as soon as possible. This helps them to develop a sense of responsibility and respect for shared resources in school.

If you have any questions, or if the book has been misplaced or damaged, please contact us to discuss replacement options.

Yours sincerely,



Mrs Raffan
School Librarian