



Book Rental Scheme Terms and Conditions

Errigal College offers a book rental scheme to all students enrolled in the College.

The following terms and conditions apply to the Book Rental Scheme for 2023-24:

1. The scheme is voluntary. Book lists can be supplied to parents if they decide not to engage in the scheme.
2. If books are lost or damaged, students will be asked to pay part or full compensation to cover such loss or damage.
3. Rental charges are as follows:
 - 1 Student: €130
 - 2 Students: €230
 - 3 Students: €280
 - Each additional student: €50
 - Leaving Certificate Applied: €75
 - Transition Year: €150
4. This annual fee includes rental of lockers, school journals, textbooks and personal accident insurance. All levies notified by the School, whether by way of charges or contributions, will be used primarily for the benefit of the students for the purposes outlined. Any remaining funds will be used to further improve the teaching and learning experience and school environment for the student
5. Purchase of school stationery, dictionaries and class materials will remain the responsibility of the students' parents/guardians.
6. To qualify for admission to the scheme the entire rental fee must be paid on or before the first day of the new school year 2023-2024. School books will not be issued to any student until the entire book rental fee is paid in full.
7. The books supplied under the scheme will remain at all times the property of Errigal College. The rented items will be subject to inspection at any time by the Book Rental Programme Coordinator or any member of the teaching staff.
8. Membership of the scheme is at the discretion of the College. Any pupil found to be abusing the rented books will have their membership of the scheme terminated. These students will be required to supply their own text books for the remainder of their time in the College.
9. Books supplied under the scheme may be new or second hand. It is the responsibility of the student to maintain the books allocated to him or her in the best possible conditions.
10. Admission to the scheme in the second and subsequent years is conditional on the safe return of **all books** supplied and full payment of the book rental fee in the previous year.
11. Please make all payments online at www.way2pay.org Errigal College will supply information on how to complete these payments on-line.

Please indicate your acceptance of these terms by you and your son / daughter by signing the form below and returning it to the administration office as soon as possible.

Yours faithfully,

Mr D Mc Fadden, Principal Errigal College

Errigal College Book Rental Scheme

I have read and understand the terms of conditions of the Book Rental Scheme from Errigal College, for the academic year 2023-24.

Signed by Parent/Guardian: _____ **Signed by Student:** _____

Date: _____