



CURBSIDE CHECKOUT @ RIDGECREST

- 1) Look at the online library catalog and choose books or go straight to Step 2.**
- 2) Fill out the Book Request Form by 6:00PM on Sunday.**
- 3) Pick up books on Tuesday 8:00-8:30AM or 3:45-4:45PM at Ridgecrest.**



Book Request Form and FAQ:

<https://tinyurl.com/RCCheckout>

Students can check out up to 3 books each week.
Books will be checked out for 2 weeks.

CURBSIDE CHECKOUT @ RIDGECREST INFORMATION

Video introduction: [Curbside Checkout](#)

[Book Request Form](#)

VIDEO: [How to request books using the form](#)

LINK TO LIBRARY CATALOG: [Online Catalog](#)

VIDEO: [How to search the library catalog](#)

Students can check out up to 3 books a week, and can have a total of 6 books checked out. Students and families request books using the Book Request Form between Wednesday and Sunday at 6:00PM.

If requested titles are available, Ms. Freeman and Liz will check them out to the student and they will be ready for pick up by Tuesday. If requested books are not available, Ms. Freeman and Liz will select similar books based on information provided. This is a good way to find a new favorite book.

Librarians will be wearing masks and gloves during the entire process: check in, check out and pick up. We ask that families also wear masks when picking up books. Please maintain a distance of 6 feet at all times, and DO NOT COME if you are symptomatic. Call or email to discuss alternate options.

Participation in the curbside checkout program is completely voluntary.

Pick up books

Tuesdays - 8:00-8:30am or 3:45-4:45pm
in the circle in front of Ridgecrest

Drop off books

7:45am-4:00pm weekdays in a bin outside the
school office