

# 2016/2017 TEXTBOOK LOAN INSTRUCTIONS (from cities/towns)

## COVENTRY SCHOOL DEPARTMENT

Books are to be returned to Coventry School Department Administration Building at 1675 Flat River Road before Thursday, June 23, 2016. Orders for the 2016 – 2017 school year must be placed online at [www.coventryschools.net](http://www.coventryschools.net) from Friday, May 13, 2016 to Friday, July 8, 2016. Book pick up will be at Coventry School Department Administration Building on 8/11, 8/12 or 8/19 from 9:00 am to 1:00 pm.

## CRANSTON SCHOOL DEPARTMENT

Residents of Cranston who have children attending non-public elementary schools may return and request textbooks from **Wednesday, June 22 to Friday, July 1, 2016 between the hours of 8:30AM – 2:30PM**. The location for textbook registration is the Horton Bldg. (Basement level), 1196 Park Avenue, Cranston, RI. Provide **TITLE, PUBLISHER, COPYRIGHT DATE, ISBN# AND AUTHOR** for each textbook. You will be called when your order is ready for pick up. **Proof of residency, registration, and birth certificate are required.**

## EAST GREENWICH SCHOOL DEPARTMENT

Textbooks on loan from East Greenwich must be returned to Eldredge Elementary School Cafeteria, 101 First Avenue – Side Entrance Parking Lot, East Greenwich, RI from **Wednesday, June 22 to Tuesday, June 28 between the hours of 8:00AM – 12:00PM**. New orders will be taken at this time and must be picked up at the Eldredge School Cafeteria August 15 – August 19 from 8:00 a.m. – 12:00 p.m.

**ALL BOOK REQUESTS MUST BE RECEIVED BY Thursday, June 28, 2016**

**PLEASE NOTE ALL EAST GREENWICH MATH TEXTBOOKS FOR GRADES 3 – 6 WILL REMAIN AT OUR LADY OF MERCY SCHOOL. WE HAVE AN AGREEMENT WITH THE TOWN TO HOLD ONLY THESE TEXTBOOKS.**

## EXETER – WEST GREENWICH SCHOOL DEPARTMENT

Book must be returned and new books ordered on Tuesdays, Wednesdays and Thursdays, June 14 - June 30 between the hours of 2:30pm to 4:00pm at Lineham School, 859 Nooseneck Hill Road, West Greenwich. All textbooks needed should be circled on your school's textbook list and include the student's name, address and home phone number, along with a parent's cell phone number and email address. Book orders will be available for pick up August 23 – 25 between 10:00am and 4:00pm. Any questions please contact Maureen Abarr at [maureen\\_abarr@ewg.k12.ri.us](mailto:maureen_abarr@ewg.k12.ri.us).

## LINCOLN SCHOOL DEPARTMENT

Textbooks on loan from Lincoln must be returned to Lincoln High School from **June 20 to June 22 between the hours of 9:00AM – 12:00PM and 1:00PM – 3:00PM**. New orders will be taken at this time and must be picked up at Lincoln High School on August 24 – August 26 from 9:00am – 12:00pm and 1:00pm – 3:00 pm. Please go to [www.lincolnps.org/administration/business](http://www.lincolnps.org/administration/business) to print the "textbook request form". Any questions please contact Crystal Charbonneau at [charbonneauc@lincolnps.org](mailto:charbonneauc@lincolnps.org).

## NORTH KINGSTOWN SCHOOL DEPARTMENT

Textbook loans are handled by the office at Our Lady of Mercy School. Parents and students are not required to contact us. Textbooks will be made available to students at the start of school and books are to be returned to their classroom at the end of the school year. **DAMAGED OR LOST BOOKS MUST BE PAID FOR BEFORE NEW ONES ARE ISSUED.**

## PROVIDENCE SCHOOL DEPARTMENT

Textbook loans are handled by the office at Our Lady of Mercy School. Parents and students are not required to contact us. Textbooks will be made available to students at the start of school and books are to be returned to their classroom at the end of the school year. **DAMAGED OR LOST BOOKS MUST BE PAID FOR BEFORE NEW ONES ARE ISSUED.**

**WARWICK SCHOOL DEPARTMENT**

Textbook loans are handled by the office at Our Lady of Mercy School. Parents and students are not required to contact us. Textbooks will be made available to students at the start of school and books are to be returned to their classroom at the end of the school year. **DAMAGED OR LOST BOOKS MUST BE PAID FOR BEFORE NEW ONES ARE ISSUED.**

**WEST WARWICK SCHOOL DEPARTMENT**

No information is available at time of printing. Please call 821-3010 Ext. 1303 and ask for the coordinator of textbook loan for non-public school students.

**IF YOUR TOWN IS NOT LISTED HERE, PLEASE CONTACT YOUR LOCAL SCHOOL DEPARTMENT.**