

STAR Academy College Preparatory Charter School
Textbook/Instructional Materials Policy
2025-2026

Care and Protection
Students are provided access to textbooks/instructional materials to enhance the learning process. All textbooks/instructional materials are the property of STAR Academy Charter School. Textbooks/instructional materials are issued to the students with the understanding that the textbooks/instructional materials will be properly maintained and returned at the appointed time. Sanctions will be invoked in the event that a student/family refuses to pay for lost or damaged textbook/instructional materials at the replacement cost less reasonable depreciation.
I. Textbooks/Instructional Materials must not be damaged.
Damages to textbooks/instructional materials are as follows: <ul style="list-style-type: none">- One or more pages of content are missing.- Water-soaked, causing backs and pages to be swollen or molded.- Physically marked with any pencil, pen, crayon, highlighter, marker, etc. on the outside, inside, or ends, or on any page.- Defaced or marred, such as broken, cut, or smeared backs or pages, etc.
II. Penalty for Lost Textbooks/Materials
The student/family will pay as follows: <ul style="list-style-type: none">- Full replacement price, if new when issued or if must be reordered in set.- Three-fourths (3/4) of the replacement price, if used when issued.- Books/materials damaged beyond usable condition will become the property of the student after payment.
III. Penalty for Textbooks/Materials Damaged Beyond Use
The student/family will pay as follows: <ul style="list-style-type: none">- Full replacement price, if new when used.- Three-fourths (3/4) of the replacement price, if used when issued.
IV. Penalty for Damaged Textbooks Which are Still Usable
Head of School/Principal may collect damages at their discretion.
V. Sanctions
<ul style="list-style-type: none">- Additional textbooks shall not be issued until restitution is made.- All report cards, certificates of progress or diplomas will be withheld until restitution is made.- A suspension (In-School, home, etc.) may be used in extreme circumstances.

I certify that I have read the Textbook/Instructional Materials Policy and acknowledge my responsibility for care, protection, and replacement of all instructional materials.

Parent Name (Print)

Student Name (Print)

Parent Signature

Date

Phone #