



# LISMORE TOY LIBRARY INC.

## Rules and Regulations

**We value you as a member of the Lismore Toy Library. This document outlines the rules and regulations for the Lismore Toy Library.**

- ❖ You may borrow up to 2 large items and 3 smaller items for a 3 week period. Borrowing time will be extended over school holidays as Lismore Toy Library is non operational during school holidays. If unable to return within time period please notify expected return date.
- ❖ Please check toys before borrowing and record anything unusual eg. damage or missing pieces, otherwise the member will be held responsible for any damage or losses incurred. Wear and tear is to be expected, however members will be held responsible for lost or broken pieces. A \$5 **refundable** fee is applied to missing pieces. A \$5 **non refundable** fee is charged for broken pieces. It is advised to count the pieces before returning to the Lismore Toy Library, as pieces will be counted on return.
- ❖ Members are requested to take care when removing toys, games etc from packaging once at home. Cardboard boxes must be protected as they cannot be replaced. Proper care and storage of all toys will greatly enhance their life.
- ❖ Members are required to clean toys and wash and dry costumes before returning them.
- ❖ Toys borrowed should be used in accordance with the purpose for which they are intended and by children of a suitable age and level of understanding. Please note some toys have small parts not suitable for children aged 3 years or under. Keep plastic bags away from babies and small children.
- ❖ When you visit the Lismore Toy Library, children are always welcome to help select a toy. However, we ask that you supervise your little ones **at all times** to ensure hazardous situations do not occur, eg toys be pulled out all over the floor and somebody slips on them.
- ❖ It is essential that when borrowing bikes, scooters and go-carts that you provide appropriate safety wear eg. Helmets. The Lismore Toy Library does not lend helmets so it is your responsibility to supply safety wear.