

## Playaway Launchpad Tablet Lending Policy

Playaway Launchpads are tablets for children that are preloaded with high quality, ad-free learning apps grouped by age and grade level.

### Borrowing

1. Playaway Launchpad tablets may be borrowed by InfoSoup Library cardholder's ages 18 years of age or older, with a valid library card in good standing.
2. Playaway Launchpads are not available for transit to other libraries or for interlibrary loan.
3. The lending period is (7) days and may be renewed once. A maximum of 1 Launchpad per family may be borrowed at one time.
4. Launchpads must be checked out and returned at the Algoma Public Library circulation desk each time and may not be returned to other library locations.
  - a. Launchpads must be returned inside the library and *not* in the book drop.
5. If after 2 weeks from the due date, the Launchpad is not returned, the borrower will be charged a replacement fee, which will be determined at that time (see replacement charges below). Repeated late returns may result in loss of Launchpad borrowing privileges.
6. Overdue fees will be charged for a Launchpad not returned by their due date in the amount of \$1.00 per day per device.
7. Borrowers are responsible for the safekeeping and return of these items to the library in good working order, and assume liability for the equipment while it is in their care.
  - a. Borrower is responsible for damaged, lost and/or missing pieces of the lent items.
  - b. Patron agrees to cover the cost of damage and/or replacement costs, as determined by the library.
  - c. Replacement charges are as follows:
    - i. Launchpad - \$144-\$189 (Depending on tablet)
    - ii. USB power cord - \$10
    - iii. AC adapter for above cord - \$10
    - iv. Launchpad replacement bumper (the silicone protector around the Launchpad - \$10
    - v. Launchpad circulation case - \$15
    - vi. The library will not accept a replacement Launchpad or accessories purchased by the patron.
8. The library does its best to provide clean, secure, and fully functional equipment, but is not responsible for charging the device, unforeseen hardware, or software failure.
  - a. Library staff will document any existing damage, however if a borrower discovers any pre-existing damage to the Launchpad checked out, the borrower should notify library staff as soon as possible.

- b. Failure to notify the library of existing damage limits the borrower's ability to dispute charges for a damaged device or equipment.
9. The Playaway Launchpad is not considered returned until all items associated with it, including (but not limited to) AC adapter, USB cord, tablet, protective bumper case and carrying case, have been returned to the library in good condition.
10. The library reserves the right to deny the use of Launchpads to any borrower who loses or abuses equipment or is repeatedly late in returning the Launchpad or its accessories.
11. The library reserves the right to update and change this policy at any time without notice.
12. Borrowers agree to abide by the library policy and procedures.

Adopted by the Algoma Public Library Board of trustees on September 19, 2022