

## Book Fee Rubric

Teacher Name: \_\_\_\_\_

Student Name: \_\_\_\_\_

<b>CATEGORY</b>	<b>Major Damage/Beyond Repair</b>	<b>Significant Damage</b>	<b>Slight Damage</b>	<b>Very Slight Damage</b>	<b>No Damage</b>
Pen/Pencil Markings	Several pencil markings on several pages. Student pays \$5.	Several pencil markings on a few pages. Student pays \$4.	Few pencil markings on a few pages. (If more than normal wear, \$3)	A few pencil markings on a couple pages. (if more than normal wear, \$3)	No damage noted.
Marker/Highlighter (Markings which are more significant/noticeable than notes)	Several markings on several pages. Student pays \$10.	Several markings on a few pages. Student pays \$5.	Few markings on a few pages. Student pays \$3.	Few highlighter markings on a couple pages. Student pays \$3 if more than normal wear.	No damage noted.
Torn Pages	Missing page(s). Student is responsible for the price of the book.	Large to significant number of tattered/ripped pages. Student is responsible for the price of the book.	Several pages tattered/ripped. Student pays \$10.	Slightly torn page. Student pays \$5.	No damage noted.
Cover/Spine Damage (Could have been prevented by the student)	Cover/spine damage makes the book unusable. Student is responsible for the price of the book.	Significant damage to the cover/spine. Student pays for half the replacement price of the book.	Torn cover. Student pays \$5.	Cover/spine torn slightly. Student pays \$3.	No damage noted.
Drawings/Graffiti	Drawings on several pages makes them unreadable. Student is responsible for the price of the book.	Several drawings. Student pays \$5.	Few drawings. Student pays \$4.	A drawing on a page. Student pays \$3	No damage noted.
Water/Misc. Damage	Book is no longer usable due to the damage. Student is responsible for the price of the book.	Book is significantly damaged. Student is responsible for half of the replacement price of the book.	Several pages are damaged but still usable. Student pays \$5.	Few pages are damaged. Student pays \$3.	No damage noted.
Lost Book	Book is lost. Student is responsible for the price of the book.	Not applicable.	Not applicable.	Not applicable.	Book is turned in. No fine.

Date Created: **August 27, 2008**

Staff should make sure damage is more than usual wear and tear. Make sure students get a slip of paper providing them with the amount owed and why. All fines will be paid in the school year.