

Stoneham Public Library Assignment Alert

Please try to alert the library at least 1 week prior to the start of the assignment

Today's Date: _____

School: _____ Grade: _____

Assignment Dates: from _____ to _____

Students: _____ Teacher: _____

Best Method for Contact (phone/fax/email): _____

Assignment description: (The more information the better, but even providing a general topic like "weather" and time of year such as "April" is helpful)

(Please attach a copy of the student's assignment sheet, if possible)

Suggestions of resources that you would like the students to use (i.e. newspapers, encyclopedias, reference databases, books, etc. as well as specific titles such as the World Book Myths & Legends series):

You may phone, fax, email or mail us prior to the start of the assignment at:

Stoneham Public Library

431 Main Street

Stoneham, MA 02180

phone: (781) 438-1325

fax: (781) 279-3836

email: theresa@stonehamlibrary.org

With proper notification we can:

- Compile collections for topics that are narrow or have limited resources.
- Organize lists of call numbers and circulating materials for broader topics.
- Inform you of location and availability of materials in the library.

Thank you for helping us to better serve your students!