



It is recommended that members use their log-in details to access the online MiBase toy library database. This database shows members current loans, missing pieces, gives you the ability to renew your loans, together with allowing you to view our on-line catalogue at <http://ooranga.mibase.com.au>

TOY LIBRARY MEMBER BORROWING RESPONSIBILITIES

Please teach your children to play respectfully with resources borrowed from the Toy Library so that they may last many years. To ensure a toy has a long and happy life, we request the members assist us in the care of the items and by understanding their responsibilities.

CLEAN ITEMS BEFORE RETURNING

Charge: \$5 per toy when returned in unclean manner

- All toys must be cleaned prior to return with a solution of disinfectant, detergent and warm water.
- Be mindful in winter or after rain that grass and mud will stick to outside toys. It would be appreciated that these are hosed underneath thoroughly before return.
- Keep an eye out for spiders making their home underneath toys and spray with insect killer.
- Please do not wet timber toys, simply a light wipe over will suffice.
- Not allowing children to play with puzzles and games near food will assist in the longevity of cardboard resources.
- Most importantly allow sufficient drying time to prevent mould forming in containers and on the toys after cleaning.

LOSS OR DAMAGE TO ITEMS BORROWED FROM TOY LIBRARY

Charge: Full purchase cost for toys less than 12 months old that are broken or lost.

Charge: 50% of purchase cost for toys 12 months to 3 years that are broken or lost.

Charge: Cost of replacement piece so toy can remain in rotation.

- It is recommended that toys are checked on arrival at home to ensure all pieces are included – please report any issues within 24 hours of borrowing to toylibrary@ooranga.com.au
- Please check all toys before return against the contents list to ensure all pieces are included.
- If a toy has missing pieces upon return you will be asked to try and find the piece – a period of time will be allowed for this before charges may apply. If the missing piece deems the toy unusable, you may be charged a replacement cost for the toy.
- If a toy is broken, damaged or lost you may be charged to replace the toy depending on its age. Consideration is given to the design of the toy and any previous wear and tear when applying this charge.

OVERDUE TOYS

Charge: \$1 per toy per week.

Please call, email or log-in to MiBase to extend your loan for another period.

CARE AND RESPECT OF TOYS ESPECIALLY ELECTRONIC, TIMBER AND INSIDE TOYS

- Please use toys in the area where they are designed to function.
- Be mindful that some ride on toys have electronic components that cannot be left in the weather, as do many other toys.
- Many toys are not designed to be used in the sandpit as sand will cause parts to seize.
- Please care for outdoor toys and where possible store them undercover as harsh conditions can cause them to deteriorate quickly.
- If a toy is marked as "indoor use only" we request that you do so, as placing these toys outside may cause irreversible damage.
- Encourage children not to play with puzzles, games and toys while eating.
- Please monitor play with games and puzzles to prevent cardboard components being damaged or chewed on.
- Aid your children in removing the toys from the plastic and cardboard boxes and store them somewhere safe ready for return day.

ANY INJURY ARISING FROM THE USE OR MISUSE OF TOYS OR EQUIPMENT

It is your responsibility to ensure children use and play with the toys borrowed from Toy Library in the appropriate manner befitting each toy.

The Toy Library accepts no responsibility for injuries arising from the use or misuse of toys and equipment. Helmets should always be worn when using any form of bike or scooter.

ADDITIONAL CHARGES

- Party Pack hire - \$30. This is charged when members wish to borrow additional toys over their regular toy limit.
- Holiday Borrowing charge – TBC. As we are closed over the Christmas/January period, members may have the opportunity to borrow over this period for a charge. Toys would need collecting by a set date in December and would be returned at the commencement of Term 1 the following year.



We look forward to being able to create a fun and exciting environment for your child to visit and providing you access to a large range of toys and resources.

Contact details:

Paula Jones (Toy Library Coordinator)

toylibrary@ooranga.com.au

0267420603