

LIBRARY

POLICY

Rationale:

- To provide resource management which supports the curriculum programs of the school and the community.
- To provide children with the opportunity to develop concepts, skills, knowledge and attitudes towards books and resources that will help them in building a foundation for lifelong learning.

Aims:

- To foster in children a growing love of books and literature and encourage them to find in reading both purposeful and pleasurable experiences.
- To foster in children an awareness that their school library is only a part of a much wider range of library services found in both schools and the community.
- To provide a responsive library service which grows from and supports the needs of users and the school community.
- To enable users to access resources through effective and efficient material organisation systems of a wide range of resources eg: 'Oliver'- our library system.

Service:

- Service required by users will be identified through ongoing cooperative planning through regular library taskforce meetings.
- The nature and extent of the implementation of the services will likewise be the outcome of ongoing cooperative planning.
- Each child is permitted to borrow Prep to Grade 3 x 1 Book and Grade 4 to Grade 6, 2 books.
- Borrowing of items will be for 21 days and once a book has been returned, the student can borrow another.
- Overdue notices beyond 12 months will be wiped to ensure that the beginning of the year a student has the opportunity to borrow and books will be marked as 'missing'.
- Staff borrowing will be flexible.
- A fee (at the discretion of the school) will be charged to cover the cost of replacement books and their processing.
- The beginning of each year students will have a Library information session to familiarize themselves with all aspects of the Library.

- Access to the library is provided for students after school and 2 lunchtimes per week or as timetabled classroom visits.
- The library is seen as a safe and welcoming place and is the focus for ‘Whole School Activities’ and ‘Special Days’

Resource Management:

- An ongoing process of resource culling due to lack of interest, age or book condition will be undertaken throughout the year.
- Selected resources acquired to support the curriculum will be centrally recorded through the library.
- Management of such resources will then enable optimum access and circulation of these items.
- The purchasing of books for the library will occur through a consultation process involving the PLT leaders as they know our student’s needs.
- The Librarian will be responsible for the purchase off the Shortlisted Children Book Week Awards, that are suitable to for our students.

Evaluation:

the use of the library will be evaluated by:

- Subjective viewing of borrowing in all areas, eg: Computer records of student borrowing.
- Attitudes and enthusiasm shown by users.
- Questioning on the degree of staff and student satisfaction via a survey.

Policy Review:

- This policy will be reviewed as part of the school’s three-year review cycle.