

Library Policy

Bell Farm School Library Policy

Bell Farm aims to work in partnership with parents in providing a secure and stimulating environment in which the children can develop intellectually, socially, emotionally, physically and spiritually through a range of experiences and opportunities. To help achieve this we provide opportunities, through reading, for the children to understand, appreciate and enjoy the multicultural world in which we live, and to celebrate its rich diversity.

1 Introduction

'What we learn from good books and other resources becomes part of us.'

Library Association

- 1.1 The school curriculum develops enjoyment of, and commitment to, learning as a means of encouraging and stimulating the best possible progress and the highest possible attainment by all pupils. The role of our school library is central to supporting children's learning. It plays a key role in helping our children to develop their communication and information-handling skills. It also offers them a view of the world that is free from stereotypes and promotes equality of opportunity.

2 Objectives

- 2.1 Our library helps our children become independent and lifelong learners, providing the children with the opportunity to take responsibility for their own learning. The resources in our library support the aims and objectives of the National Curriculum by promoting the ability in children to read fluently a range of literary and non-fiction texts, and to reflect critically on what they read.
- 2.2 The aims of our library are:
- to extend children's learning experience;
 - to develop children's skills as independent learners;
 - to support teaching and learning in our school, and to enrich the curriculum;
 - to provide opportunities to access resources for themselves.

3 Organisation

- 3.1 Our school library is a centre of learning that we make accessible to all the children and staff at our school. The resources within it promote the equality of opportunity for all our children.
- 3.2 The physical environment of the library is designed to stimulate our children and seat a whole class. This motivates them to explore resources for their work in school and for personal interest.
- 3.3 The library has collections of fiction and non-fiction resources. These include books, story tapes, videos and CD-ROMs. Within the library we classify all the books according to their subjects and then break them down further into topics. We also use coloured labels to identify these topics. Each classroom also has a small fiction and non-fiction collection. Containing texts at a variety of levels, enabling the children to find stimulating books whether they are emerging or independent readers.

- 3.4 Our library has a computerised library management system, Junior Librarian. The children are all allocated a personal pin number which they use to scan out their chosen books, with the help of our librarians.
- 3.5 Mrs Caroline Gill, one of our governors, is our chief librarian and with a team of parent volunteers and teaching assistants she runs the library sessions. Each class has a weekly library session that runs parallel to their ICT time.
- 3.6 Our children can further develop their library skills through the use of the local public library.

4 Resources

- 4.1 Our library co-ordinator is also part of the English management group. The library co-ordinator manages the school library and in partnership with the English subject leader manages library resources across the school.
- 4.2 All teachers are becoming more involved in the purchasing of library resources. The children are also involved in this process. The library co-ordinator consults staff and children when formulating the library development plan. We use our library resources to positively promote the spiritual, moral, social and cultural development of our children and to reflect the needs of all our pupils.
- 4.3 The governing body allocates funding each year to support the development of the library.
- 4.4 We aim to replace at least 3 per cent of our stock each year. This ensures that our resources are in good condition, up to date and relevant to our children's needs.
- 4.5 The library development plan gives details of our current position and targets for future improvement.

5 Policy Review

- 5.1 This policy will be reviewed in keeping with the Policy Review Cycle. This planned programme of review puts subjects together that have common strands of learning, and is included in the annual School Improvement Plan, published in the Spring term of each year.