

## Uley C of E Primary School Library policy

### Statement of purpose

- The library is designed to support reading for pleasure and the curriculum in the school. It is also key to promoting and encouraging the development of independent and questioning learners

### Current provision

- There are books for all age ranges and abilities in the library including:
  - picture books
  - first chapter books
  - fiction
  - non-fiction.
- There are however no reading scheme titles as these are mainly stored in the classrooms.

### Objectives

These are to:

- Encourage a love of reading
- Provide resources to support the leisure need and to some extent the curriculum needs of the children although curriculum needs are also supported by project boxes from Library Services for Education
- Create confident and enthusiastic readers who will go on to become lifelong learners
- Teach information skills
- Give all children broad and positive experiences of books
- Provide a well-stocked library with relevant books reviewed annually to respond to changing needs

### Organisation

- The fiction books are arranged alphabetically by the author's surname although they are still retaining the book bands to help ensure that children choose books that are suitable for their abilities.
- The non-fiction books are arranged by subject using a simplified version of the Dewey Decimal Classification scheme and colour code labels.
- The Junior Librarian library computer system is in use and each child has their own borrower number which is used each time they borrow a book from the library. Each child is allowed two books at a time for a loan period of 4 weeks

## Access

- Each class will have a library slot when the children will be able to choose library books to take home/return. These dates will be advertised in the school newsletter. An adult will supervise these sessions.
- Parents will be responsible for any books borrowed from the library and will therefore need to pay for any lost or damaged books or replace them (please see the Home School Agreement for further details)
- Staff will also be able to borrow books from the library and will also need to issue these items so that at any one time there is a clear record of which books are on loan and to whom

## Resources

- New books will be bought on a regular basis to ensure that the stock is current. Children will be encouraged to suggest books they would like to see added to stock, whether particular authors or genres or non-fiction topics.
- The school will keep a list of the books requested and will buy new titles when the opportunity arises.
- Donations in good condition will also be accepted.

## Learning and information skills

- The children will be shown how the library works by the library coordinator and other people and will help children easily access books that interest them. This will ensure that the school is adhering to the Primary National Curriculum (2014) which states that children should be able to use the library and its resources independently.

## Staffing

- A school will be responsible for the library. However, it will be assisted by volunteers who will come in on a regular basis to assist with the running of the library.

## Evaluation

The school regularly checks the stock and asks staff which areas need updating.

At the end of the school term all books will need to be returned, checked for condition and discarded, repaired or replaced if necessary.