RATIONALE

The school library is the major educational resource for the teachers and students of the school. It is primarily a learning and information centre, which assists the learning process by providing:

- Services
- Personnel
- Materials and equipment
- Systems for accessing information.

The aim of the school library is to enhance teaching and student learning within the school’s total program, and to assist students in becoming independent and life-long learners.

OBJECTIVES

The Teacher-Librarian, with the Library as a resource, will achieve the aim through:

- Co-operatively planning and programming with teachers.
- Providing opportunities for students to develop information skills.
- Extending and enlivening students’ learning through effective use of resources.
- Providing experiences to stimulate reading and develop, in students, a desire to read.
- Promoting the social and recreational development of students.
- Ensuring that resources in the library are consistent with government policies eg. EEO, anti-racism.
- Involvement in the resource and financial management of the library.
- Extending the school’s resource base by liaising with other schools and community libraries.

OUTCOMES

Students should:

- Develop the ability to locate, select and evaluate information from an increasing range of sources.
- Develop competence in assimilating, clarifying and interpreting this information.
- Develop competence in presenting information and ideas for different purposes and in a variety of ways.
- Experience and develop an appreciation of a range of literary styles and techniques.
- Be able to select appropriate materials for personal reading enjoyment.
IMPLEMENTATION

- The teacher/librarian works one day a week. However, teachers and students have access to the library at all times.
- Students have scheduled library lessons of 1 hour each week. This lesson will include borrowing for recreational/research purposes and the training of information skills.
- Information skills should be taught according to program guidelines.
- The library should be an exciting, welcoming and interesting place that stimulates student learning and curiosity.

BORROWING

- Students are encouraged to use the inquiry terminal to locate resources. This prepares them for the use of larger libraries within the community and at high school.
- Children are encouraged to borrow 1-3 books at a time. The use of library bags is recommended and these may be purchased at the office. To aid circulation of books, students are encouraged to return them within a fortnight.
- Children will receive written and verbal reminders for overdue books.
- For damaged or lost books, parents will be requested to pay a replacement cost.
- Bulk loans are available for class use via the teacher’s borrowing card.

OPERATION

- Community use is encouraged before and after school. This should be arranged through the office.
- Purchased materials will be stimulating and varied. Selection will be discriminating in quality but will not censor ideas and issues or be unduly influenced by minority groups.
- With challenged materials, the complainant will complete a complaint form setting out his/her objections in writing. The Principal, Teacher/Librarian and staff will then consider the request.
- In accordance with the Financial Management Policy section 6.535 – 6.546, a complete stocktake of the Library collection will be completed every two years.
- A stocktake of computer software needs to be undertaken on an annual basis.

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