



Library Usage Policy

Miss Cowley

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| Date Approved | 20 th September 2023 |
| Review Date | Autumn Term 2025 |
| Approved by which committee | Finance and General Purposes |

| <u>Admin use only</u> | |
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| Location | |
| Website | |
| Learning Platform | |
| Policies File | |
| Staff room | |
| Headteacher's File | |
| Policies Log updated | |





1. Rationale

Loxdale's Key Stage 1 and 2 libraries are both welcoming and well-resourced areas at the heart of the communal Key Stage areas. They are centres for learning and literacy development, where pupils can enjoy having the opportunity to interact with a stimulating, enriching environment promoting a love of reading.

Both libraries re-enforce the ethos and values of Loxdale's community, promoting equality and social inclusion by encouraging all pupils to become confident, enthusiastic readers and learners, able to learn independently and keen to engage in life-long learning.

They seek to respond to the teaching and learning needs of the whole school community, continuously evolving to meet the needs of all its users.

2. Aims and Objectives

The school strives to provide a library which is:

- Interesting and fun;
- A centre for learning and literacy development, encompassing all aspects of the school curriculum;
- A place where pupils can enjoy and respond to a stimulating environment which encourages confident and enthusiastic readers;
- A catalyst to engage children in life-long learning;
- Supportive to teaching in school;
- A starting point for, and an extension to, the school curriculum;
- Conducive to empowering pupils, by giving them the freedom to make their own choices about reading and learning experiences;
- Able to provide opportunities for pupils to discover and use information and develop research skills;
- Concerned with equality and social inclusion, providing access for all pupils;
- Pro-active in promoting the usefulness of books and giving pupils a variety of opportunities in which to discuss them;
- Keen to encourage the desire to read and discuss literature;
- For children to enjoy visiting the library and be confident in their abilities to use 'GoRead' independently and efficiently; developing a valuable life skill and a love for reading and learning;
- Equipped with 'GoRead', a digital reading journal system, which is actively used by children, parents and staff across school; creating a community of readers in which children can express their love of reading through digital reviews.





3. Current provision and staffing

The library is supervised by Miss Cowley and:

- Is easily accessible to all pupils who are able to visit the library fortnightly as part of a reading session;
- Provides a place that enables learning and research to take place;
- Provides a non-fiction section which is categorised by curriculum subject and key words;
- Uses the 'GoRead' system to enable the borrowing and return of books.

4. Role of the Librarian

- To plan and implement the school's library policy;
- Manage and promote the role of the library in the support of the curriculum;
- Develop and support the pupils' library skills in consultation with the teaching staff as well as overseeing six School Librarians (Library Assistants) from Key Stage 2;
- Select, acquire, maintain and withdraw stock ensuring a balance between subject and ability levels in consultation with the Head Teacher and staff;
- Organise library resources;
- Make the library attractive and accessible to all children and staff;
- Organise displays and other materials;
- Promote the effective and efficient use of the library and library resources;
- Encourage reading and the enjoyment of literature;
- To be responsible for the organisation of themed topics and promotions;
- Work with the Literacy Lead to encourage literacy exploration including celebrating national reading initiatives e.g. *World Book Day* and promoting public library activities e.g. *Year 6 Autumn Reading Challenge*;
- To develop links local support services including Schools Library Service and the Public Library Service.

5. Use

It is expected that:

- Pupils will enjoy using the library and discussing the books they have read.
- Pupils will be able to use 'GoRead' to borrow/return books, complete books reviews celebrate their reading both inside and outside of school.
- Pupils have access to 'GoRead' at home in order to write reviews.
- Staff have access to 'GoRead'.
- Pupils will develop an understanding of how to behave in a library, including consideration of other users and keeping it clean and tidy.





- Older pupils will train to become School Librarians, helping younger pupils with the issue and return of books and replacing returned books correctly on the shelves.
- Twice a year, school holds a book fair which aids 'free' current books for the library.

6. Resources

The library is stocked with:

- Non-fiction books, supporting both the curriculum and pupil's general interests;
- A range of fiction books, including children's classics and picture books;
- Encyclopaedias;
- Bibles;
- Topic based reference books;
- A wide range of Poetry;
- Multicultural children's books to celebrate cultural diversity and equality.

