

# Stubbins Primary School

## Library Policy



At Stubbins School, children are at the centre of everything we do. We aim to give our children the best possible opportunities and learning experiences, enabling them to reach their full potential. We aim to ensure that the children in our care are equipped for life-long learning as responsible citizens in an ever-changing, diverse local and world-wide community.

**We believe that everyone has the capacity to become great if they have the courage to challenge themselves. By nurturing creativity, enjoyment & ambition; this policy supports our responsibility to make this happen.**

**This policy is supported by, and should be read in conjunction with, our Teaching & Learning Policy, The Key Principles of which are that:**

1. It is vital that staff have a consistent and shared understanding and approach to promoting learning. However, it is recognised that staff have different styles, strengths, enthusiasms and approaches – this is valuable and to be celebrated and shared.
2. **Agile Teaching**, rooted firmly in the principles of Formative Assessment, is the framework within which learning happens at Stubbins.
3. Teamwork underpins our professional roles. Our success depends on how closely we support and energise each other.
4. We are on a learning journey, and have much to learn from colleagues and other professionals; we learn from our mistakes
5. Teaching is sometimes difficult, and there are always barriers to overcome when promoting learning. However, we are right to be ambitious for what can be achieved, and optimistic that learning can always be enhanced for all our pupils.
6. Each and every pupil has the right to access the very best learning that we are able to offer.
7. We are responsible for providing the guidance, support and expertise necessary for the best learning to take place. 'Working' is not always 'learning' – we should enable our pupils to be active learners.

Learning and teaching is the core business of our school. It is our aim to motivate all our pupils to have high aspirations, to want to do their personal best and to have the desire to be successful in and out of school. We are trying to prepare pupils to be successful in a rapidly changing world that has many challenges; some of which are yet unforeseen. We can only nurture flexible and creative learners if teachers and pupils work in partnership to create a stimulating and successful learning environment.

Thus it is our aim to have pupils involved fully in the learning process thereby promoting an active culture of learning. The Teaching & Learning Policy sets out the principles and expectations behind our learning environment and should be read in conjunction with this policy.

Other Policies which support this subject are:

- **Behaviour Policy**
- **SEN Policy**
- **Equality Policy**

### Introduction

The library provides both pupils and staff with a well-resourced learning centre. We believe that every child has the right to access a relevant, balanced and stimulating range of materials to support and extend learning as well as reading for enjoyment. The library provides children with a stimulating, relaxed environment where they can select a range of reading/learning materials of their choice while developing a valuable life skill and a love of reading and learning. We ensure that the resources available are current and reflect on the needs of the curriculum and our children.

**The main aims:**

- To promote a love of books alongside the curiosity and desire for knowledge and information
- To provide quality modern fiction and classic fiction that inspires and ignites the children's imagination
- To provide relevant non-fiction resources which not only interest children but meet the needs of the school curriculum
- To provide opportunities for children to learn both within and beyond the school

These aims require the active involvement of all teaching staff so that the school library becomes part of school life of the school across the whole curriculum.

**Accommodation**

The main school library is an important, welcoming and attractive learning environment. A timetable is provided to ensure all children have an opportunity to use it. Pupil access is as open as possible, though a member of staff is to be present whilst children are using the library. Displays and posters provide information and support for using the library. The shelving provides areas for fiction and non-fiction texts, as well as display shelving promoting new books, recommended books and themed topics.

As well as the main library, each classroom has a class library that children can access freely.

**Management and Staffing**

The library, its budget and the day to day running is managed by the English Subject Leader. Their responsibilities include: organising the class timetable, maintaining and classifying library stock, ordering new stock and ensuring all staff are aware, at the beginning of the academic year, how the library works.

All staff can issue and return books. Each class is given a lesson slot each week to exchange books and/or develop children's library skills. Teachers and Teaching Assistants are responsible for children leaving the library tidy and providing the children support in choosing age related books.

**Organisation**

Non-fiction books are categorised by their subject area using a colour coding system; enabling children to find books on their topic of interest easily. Fiction books are organised in alphabetical order by author. Books are organised into four sections: fiction, younger fiction, picture books and non-fiction.

**Stock and Stock Selection**

We provide a range of books for all age groups and abilities, providing all children the opportunity to read for pleasure and promote learning. We subscribe to the 'First News' children's newspaper which is accessible in classrooms and the library. Children are asked about the books, authors and subjects they enjoy and would like to find in the school library and all teaching staff are consulted about subject matter for the library; this reflects the needs of the children and the school. Books are removed and updated regularly and Subject Leaders are invited to suggest titles to enrich the library's provision across the curriculum.

**This policy will be reviewed in November 2023**

Mrs L Parrish

English Subject Leader