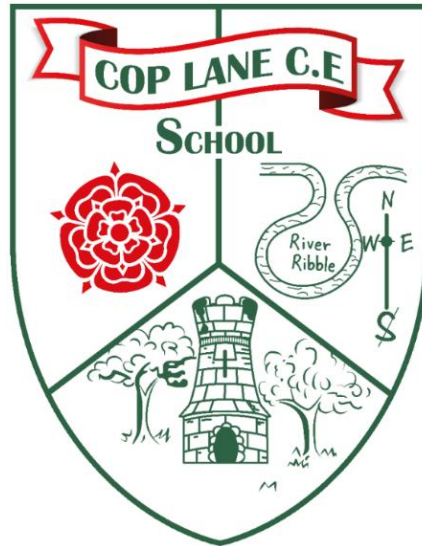


Cop Lane C.E Primary School



Library Policy

This plan is embedded in our school's mission statement and distinctive Christian vision:

A welcoming Christian community, committed to one another, giving our very best at all times.

Our church school is a welcoming and caring Christian family where everyone is valued and supported so that they can flourish. We aim to instill a lifelong love of learning and nurture everyone's individual talents. Through Jesus Christ, our aspirations, hopes and dreams can be achieved.

'I can do all things through Christ who strengthens me.'

Philippians 4.13

AIMS

- To support the content of the curriculum to enable children to acquire knowledge.
- To provide a stimulating learning environment.
- To promote research and investigation strategies so that pupils can become confident in evaluating and using information.
- To encourage reading by providing a range of materials to suit all ages and abilities and develop a love of books and reading.
- To maintain links with external agencies and develop connections with local libraries.
- The library should continually evolve to respond to the learning and teaching needs of the whole school.
- The library should be an expression of the ethos and values of the school community and should be an expression of the ethos and values of the school.
- To ensure a high standard of display and promotional material to provide an attractive environment, which encourages study, browsing and reading.

IMPLEMENTATION

- Each child who is a new admission has library borrowing and procedures explained and receives an induction to the library and the facilities on offer.
- Each class are timetabled for a Library session each week.
- Library stock is catalogued using a computer system.
- Non-Fiction is classified using a simplified Dewey system.
- Children borrow books using their personal identification number.
- Books are issued on a weekly loan, to be read in school or at home.
- Reminders are sent to the borrower if a book is overdue.
- If a book is lost or damaged the parent/carers are requested to pay replacement costs. Until the book is replaced, no further books will be sent home, but the library can be used in school time.

RESOURCES

- Library stock includes Fiction and Non-Fiction - suitable for different ages and reading levels.
- Young Readers to promote independent reading and Picture books to encourage early learning.
- Reference books for quiet study time in the library.
- Reading Club for enjoyment and helps to raise standards of reading

STOCK SELECTION

- The library stock aims to represent a balance between supporting the curriculum and meeting the individual needs and interests of pupils.

HEALTH AND SAFETY

- All routes are clear and uncluttered.
- Fire extinguishers of the right type.
- Shelving is not overloaded or top heavy.
- Shelving is the correct height.
- There are no trailing wires.

This policy was reviewed in September 2025.

It will be reviewed again in September 2028 or sooner if required.

Signed:

I. P. Ashmore

Date: 01.09.25