



St James' Catholic School

Whakaruru Hau

A Sheltering Place

— Te Kura Katorika o Hāto Heemi —

## ST JAMES' CATHOLIC SCHOOL BOARD OF TRUSTEES

### Library Policy

<b>Date Reviewed:</b>	August 2016
<b>Review Team:</b>	T Edwards, G Clear, N Smith
<b>Date of Next Review:</b>	August 2019
<b>Connection to the Bishops document "The Catholic Education of School Age Children"</b>	Achieving the best possible academic standards is a goal for all Catholic schools. In its academic standards the Catholic school is required to be "at least as outstanding" as other schools in its area.
<b>Related Documents:</b>	St James' Catholic School Policy on Cyber safety and Internet Use.
<b>NAG:</b>	NAG 1
<b>Signed:</b>	
<b>Approval Date:</b>	

#### INTRODUCTION

St James' Catholic School Learning Resource Centre (LRC) is a modern learning library environment. It's vision is to be central, integral and built into the current teaching, learning and focus of our school. It will be a place where learners, their whanau and our wider school community feel welcome. Our learners need somewhere to socialize, create things and collaborate.

St James' Catholic School LRC supports the school's vision of developing "confident, connected, life-long learners" through its services and collections. We give every student the opportunity to learn, to enjoy reading, and to create new knowledge and understanding. The Wharepukapuka is a place where we gather all our knowledge and information and have it in one space accessible to everyone.

The LRC is an Information Centre which provides literary guidance and advice to learners, offering access to a wide range of resources that work to expose learners to diverse ideas, experiences and opinions. We provide seamless access to information resources, advice and support to the classroom and home.

It supports the school's literacy programme and enhances the development of multi-literate students by promoting the links between the classroom, the library, and the wider community, in creating a culture of reading for pleasure, as well as for information. We continually strive to keep up to date with recent trends in library resources and ways to display these to entice readers to take advantage of them. It is a welcoming and information-rich physical and online environment, that promotes student engagement and collaborative learning. It provides school-wide management of information resources supported by professional expertise and the school's ICT infrastructure.

The Learning Resource Centre reflects the Treaty of Waitangi and the principles of the New Zealand curriculum promoting equity of access, cultural diversity and inclusion through supporting the needs of all learners and the school community in the library's collections, services, and environment.

### **GUIDELINES**

- The Learning Resource Centre provides access to a wide variety of quality fiction and non-fiction, including online resources that cater for a wide range of reading abilities and interests, to support and extend students as engaged and motivated readers.
- The Learning Resource Manager helps learners choose resources in a range of formats, taking into account students' learning styles, abilities and reading interests, to encourage students' reading, viewing and listening skills for information and personal enjoyment, and extend their reading mileage.
- Supports students by providing a wide range of 'other' literacy opportunities to excite and encourage them in their learning and to develop their leadership skills.
- The LRC is an ideal place for recreational reading as well as a "launching pad" for promoting reading and library services to the entire St James Catholic School community in various formats.
- The Learning Resource Team will be supported with annual professional development
- Internet use in the LRC will be in accordance with the school Cyber Safety and Internet Use policy.
- LRC development will be included in the School's Annual Plan, Budget, and Strategic Development Plan.
- Occasionally additional resources will be gained through donations or the securing of grant money.
- A LRC annual report is presented to the Principal and Board of Trustees to monitor the library's contributions to learning and teaching, and to ensure the ongoing integration of the library with whole school priorities and developments.

### **SPECIAL CHARACTER**

The Board of Trustees accepts that the Special Character Values and Philosophy of St. James' Catholic School underpin all Governance and Management Policies and Procedures.

