

St. Albans Primary School

LIBRARY POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact the office on 9366 2832.

PURPOSE

The Library program at St Albans Primary is to foster an appreciation and enjoyment of literature.

SCOPE

The scope of this policy is all students that attend St Albans Primary School.

POLICY

- Promote an enjoyment of reading
- For students to borrow books on a weekly basis
- To expose students to a greater variety of literature

IMPLEMENTATION

The Library Program

- All students will have a one-hour library lesson each week
- Each lesson involves a read aloud, literacy skill activity and borrowing time
- All students will have the opportunity to borrow a book each week
- The students will have the opportunity to borrow books for their classroom library

The Library Teacher

- will oversee the planning and implementation of the library program across the school
- assist students and classroom teachers to locate resources
- provide recommendations of relevant resources for their programs
- responsible for managing all library resources-buying, cataloguing, deleting and repairing of books
- coordinates ES staff to cover books
- coordinates the stocktake

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Discussed at staff meetings
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

- [English Policy](#)
- [Library Scope & Sequence](#)
- [Inquiry Scope & Sequence](#)
- [English Scope & Sequence](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	August 2023
Approved by	Principal
Next scheduled review date	August 2024