

## Bellbrae Primary School

50 School Road  
Bellbrae, 3228  
Victoria

(03) 5261 2660

bellbrae.ps@edumail.vic.gov.au



Policy ratified by  
School Council

September 2016

### Rationale

Libraries provide access to literature and information resources of many types, which enable people to readily access and use these resources.

### Purpose

- To provide a resource centre where students develop an appreciation of literature and information skills.
- To provide students and teachers with a wide range of materials to promote and assist learning.

### Guidelines

1. The Library will provide a wide range of materials as sources of information.
2. Students will be exposed to a wide range of literary forms to extend their knowledge, skills and appreciation of text types.
3. Students will be encouraged to use a variety of books and digital technologies as sources of information.
4. Students will be instructed in effective means of locating and using resources for research and recreational purposes.
5. Library resources will be reviewed in an ongoing manner.

## Bellbrae Primary School

50 School Road  
Bellbrae, 3228  
Victoria

(03) 5261 2660

bellbrae.ps@edumail.vic.gov.au

# Program

Program ratified by  
School Council

September 2016

## Purpose

- To provide an extensive and effective resource centre within the school which provides teachers and students with a wide range of resources to support class programs.

## Implementation

1. The Library Coordinator, together with classroom teachers, will be responsible for the day to day running of the library.
2. Each class will endeavor to have a time-tabled Library session each week.
3. Instruction will be provided in the use of the Library for both research and recreational purposes.
4. Students will be encouraged to borrow and return books on a regular basis.
6. The annual budget should enable the library collection to be developed and extended each year within budgetary constraints.
7. Library resources will be catalogued and borrowed using the Bookmark library system.
9. Parents are encouraged to assist with maintaining the library resources.
10. The Library Budget, where possible, will allow for employment of a 'technician' as required, to catalogue new resources and maintain the current library collection.

## Evaluation

- Staff will provide feedback in evaluating the Library Program budget each year.
- The Library Policy and Program will be reviewed as part of the school's three year review cycle.