Rationale:

- The library is the central location for literature resources, research materials, multimedia technologies and teaching materials. In this capacity the library houses the most valuable collection of assets maintained by the school. It is essential that the library be effectively and efficiently developed and respected.

Aims:

- To provide a library for use by the school community that is modern, inviting, appropriately resourced and well utilised by all.
- To ensure that the assets located in the library are secure and well maintained.

Implementation:

- School council will over time provide a modern, well-resourced and technically advanced library facility.
- Storage facilities will be made inviting, user friendly and accessible.
- An up-to-date multimedia computer centre will be located in the library primarily for use as a research and training facility.
- An allocated staff member will oversee all operations that relate to the library.
- All classes of students will be allocated weekly access to the library.
- All library materials and resources will be identified as school property, will be effectively marked, and will be bar-coded.
- All library assets will be electronically stored on a central database, and can only be borrowed by approved persons, via an automated borrowing system overseen and managed by library staff.
- Classroom teachers will be able to bulk borrow library books, and will stock their classroom libraries from the school library.
- Lost or damaged resources must be paid for by the parents of students who borrowed the item/s in question.
- Borrowing privileges will be suspended or permanently removed from people who do not comply with the school’s expectations.
- A significant program budget will support the school library annually.

Evaluation:

This policy will be reviewed as part of the school’s three-year review cycle.