

TIRIMOANA SCHOOL

LIBRARY COLLECTION DEVELOPMENT POLICY

RATIONALE:

The library collection shall be the focus of the library's role as a vital resource based learning centre for the school. It shall contain material that is relevant and attractive to children and that supports the curriculum requirements as well as the recreational needs of the children.

GUIDELINES:

1. The collection shall cater for children between 5 and 11 years whose reading ages extend from pre-reading to 12-14 years.
2. The collection shall be developed in all of the major areas of the library-picture books, including those for younger readers and sophisticated picture books, fiction, including newly independent readers, non-fiction reference books and magazines.
3. The collection shall contain non-sexist and non-racist material.
4. The collection will include books in other languages, and books that reflect the cultural diversity, of children in the school.
5. Book resources and magazines will be selected according to School Library Services (S.L.S.) recommendations and children's requests/recommendations.
6. The BOT shall provide an annual budget to support the collection, maintenance and development.
7. The Teacher with Library Responsibility (T.L.R.) shall be responsible for the purchasing of books to maintain the library collection development through consultation with staff.
8. Donated material will be judged according to the same criteria as books purchased for the library.
9. Where possible, new books will be read by either the T.L.R., or any other teacher to ensure suitability.
10. All new material will be processed, stamped and strengthened prior to circulation.
11. All books shall be maintained in a tidy, attractive condition. Weeding of books shall occur as an on-going routine. This will eliminate the need for a general cull.
12. The following will be the procedure for material from the library collection which is challenged by a parent or staff member:
 - book removed from library during evaluation of suitability
 - T.L.R., Principal and BOT member will read the book
 - Challenger will be asked to fill in form for reconsideration of library materials
 - Decision to be made as a result of discussion with T.L.R, Principal and BOT member, considering reason for challenge and their own impressions.
13. The T.L.R. will conduct an annual stocktake for audit.