



31st March 2023

Perry Hall's Library Update

Dear Parents/Carers,

As you are aware, our brand new school library was opened last week and what an exciting day it was for us and our children. Throughout this past week, our children have all had the opportunity to visit our library and see what fantastic books we have. This letter briefly outlines how your child will be able to borrow books from the library, and the expectations in looking after our books moving forward.

Book borrowing and returns

Every two weeks, your child will be visiting the library with their class, and they will have the opportunity to choose and borrow a book, of their choice, and bring it home. Their class teacher will scan their library book out against their name using our new library software (Libresoft). Your child will be able to borrow this book for 4 weeks before it needs to be returned to school- if your child needs this book for longer, they can inform their teacher who can extend their borrowing period. Once your child has finished reading (or wants to change) their book, they can return it to school on their designated class library day (which will be assigned to their class after Easter), and their class teacher will scan their book for them. Or, our school librarians will be in the library during lunchtimes on Tuesdays and Fridays- this is also when your child can return their book to the library.

Although your child is provided with a weekly reading book appropriate for their assessed reading level, the 'reading for pleasure' book your child will bring home from the library is not levelled, therefore staff will endeavour to ensure it is appropriate for your child who can either read it independently, or with your support.

Lost and damaged books

A lot of time, effort and money has been put into our library, therefore during your child's first visit, we have detailed how important it is that we look after our brand new books. We do understand that accidents may occur and also some books may become misplaced. We therefore ask that if this is the case, for you to inform your child's class teacher that this has happened as soon as possible. We also kindly request for a small donation to be made to help us replace the damaged or lost book, because all books that cannot be returned to our library must be replaced.

We acknowledge that this is a new process for all involved, therefore there may be some small minor tweaks we may make along the way. If you do come across any problems, please let your child's class teacher know. Our school library has already had such a positive impact on our children who have all enjoyed their first visit. We hope that upon the children's return to school after Easter that they are just as excited to return their books and borrow new ones.

If you have any further questions, please do not hesitate to contact us and speak to your child's class teacher.

Mrs C. Gibbins
Head of School