



Approved:	
Reviewed:	Apr 2013
Next Review:	Feb 2015
Audience:	All Staff

POLICY NAME: General Library Resource Centre Policy

RATIONALE

The role of the Library and Resource Centre at Peace Lutheran Primary School is “to ensure equitable access for all school community members to engage in the world of technology-enhanced information environments. School library programs are constructed with the knowledge that rapidly changing structures and the complexities of ICTs require learners to acquire and apply a range of”¹ traditional and “multimedia literacies in order to equip our students for the ever changing 21st Century world.

Information literate learners are able to access, process, organise, create and present information in a range of ways that make meaning for them and the construction of personal knowledge. Information skills must be embedded across the school curriculum and explicitly taught in the context of teaching and learning programs.”²

AIMS

1. Peace Lutheran Primary School aims to provide a high standard of educational resources that support the philosophy of Christian Education, as understood in the teachings and professions of the Lutheran Church of Australia. The library at Peace aims to develop a diverse collection of resources that reflect differing points of view and that provide educational, recreational, spiritual and learning resources that cater to the needs of all users. The school will employ library staff who is able to support the staff and students in the selection and use of resources to further their teaching and learning.

2. The resource centre at Peace will provide support both teachers and students and enhance teaching and learning. Library staff will plan, develop and implement the organisation and maintenance of the Library’s resources and services to the school community. They will seek to assist students to achieve information and multimedia literacy, to help them become lifelong independent and interdependent learners, informed decision makers and effective communicators. The role of the library and resource centre is also to provide students with an environment in which they may pursue personal enjoyment of reading and information interests. The library staff will support teachers in the selection and use of resources to support the curriculum and enhance teaching pedagogy.

3. Peace Lutheran Primary School aims to instil in students a sense of responsibility for the care of the resources that are made available to the students by the school. If students lose or damage these resources the school will require a payment to cover the replacement cost of the item.
(Refer to Appendix 1)

4. Peace Lutheran School seriously aims to distinguish between what is fantasy and what is occultic in children’s literature. It does not accept that all references to witches, other supernatural beings, or beings associated with the culture or folklore of other people, are automatically occultic in nature, or that, these are subtle satanic conspiracies designed to introduce the occult to children. (Refer to *Appendix 2* “The management of children’s literature that may contain reference to fantasy, magic and occult)

¹ <http://www.asla.org.au/policy/information.literacy.htm>

² <http://www.asla.org.au/policy/information.literacy.htm>

SCHOOL RESPONSIBILITIES

The responsibility of the school library is outlined in the following Australian School Library Bill of Rights:

- To provide material that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the pupils served. New materials will be introduced by the librarian, along with recommendations made for age/interest level
- To provide materials that will stimulate the development of factual knowledge, literacy appreciation, aesthetic value and ethical standards
- To provide a background of information which will enable students to make intelligent judgments in their daily life
- To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking
- To provide material representative of the many religions, ethnic and cultural groups and their contributions to our heritage
- To place principles above personal opinion and reason above prejudice in the selection of materials of the highest quality, in order to ensure a comprehensive collection appropriate to the users of the library.

In addition to undertaking the above responsibilities, at Peace, the aims will also be achieved through the provision of:

- library staff with appropriate school library qualifications
- teaching, learning and production areas suitable for individual, small and large group use to facilitate the development of information literacy skills
- equipment and technologies to enable students to present their work in a variety of modes³
- a wide range of appropriate print, multi-media and electronic resources selected to match the school's curriculum, the students' learning styles
- a treasury of children's literature which includes the writings of secular storytellers and poets as Christians accept the good literature of the nations as part of God's gift to them. The school will counsel parents who object on religious grounds to all use of supernatural figures, magic, and monsters in children's literature and encourage parents to consider the points outlined in Appendix 2.

As a Christian school we also take upon ourselves the responsibility to provide materials that recognize that we are spiritual beings in a relationship with God as Creator and Saviour.

STUDENT RESPONSIBILITIES

- Students are required to bring a library bag or 'home folder' to the library when they wish to borrow library books.
- Students are informed of their responsibility to keep library books in a safe location outside of the library.
- Students are informed that if they should lose or damage library books they/their parents will be required to pay for that items replacement.

Refer to procedures for when a student has overdue or damaged library books. Appendix 1.

POLICIES AND DOCUMENTS GOVERNING THE MANAGEMENT AND USE OF THE LIBRARY AND RESOURCE CENTRE

- Information Communication Technology Policy
- Copyright Policy
- Copyright Quick Guide for Staff
- Cyber-bullying Policy
- BYOT (Bring Your Own Technology) Agreement Form

³ <http://education.qld.gov.au/library/resource/src/index.html>

APPENDIX 1.

PROCEDURE – OVERDUE OR DAMAGED LIBRARY BOOKS

When a student has overdue or damaged library books the following procedure will be followed;-

- An overdue notice will be issued listing the overdue book/s
- The students borrowing rights will be suspended until the overdue item/s are returned or paid for
- A reminder notice will be issued
- Overdue or damaged items: A note will be sent home to the parents/guardians informing them of the overdue/damaged items and the cost of each item
- If the items are returned or paid for (payment is the only option for damaged books) then the students borrowing rights will resume
- If the items are not returned or paid for then the cost of these items will be added to the parents/guardians school fees
- The students borrowing rights will resume once the school fees have been paid

FOUND ITEMS

In the event that a library book is found again after a payment has been made, providing that the item is returned in good order*, the parent/guardian will be reimbursed for the amount that they paid for that item.

*'good order' – no mould, no dirt, no evidence of liquid spills, no scribble/handwriting or colouring on pages, all pages and covers present

APPENDIX 2.

THE MANAGEMENT OF CHILDREN'S LITERATURE THAT MAY CONTAIN REFERENCE TO FANTASY, MAGIC AND THE OCCULT

The word 'occult' in its Latin origin means 'hidden' or 'mysterious'. In this sense the word can be applied to the entire world of the supernatural, including the good elements which the Christian faith embraces; angels, God, heaven. In its popular usage however, 'occult' usually means the evil, satanic supernatural forces which are opposed to God as identified in Scripture in Ephesians 6:12:

'For our struggle is not against flesh and blood, but against the rulers, against the authorities, against the powers of this dark world, and against the spiritual forces in the heavenly realms'.

It is in this sense that the term 'occult' is used in this statement.

Peace Lutheran School attempts to distinguish between what is fantasy and what is occultic in children's literature. It does not accept that all references to witches, other supernatural beings, or beings associated with the culture or folklore of other people, are automatically occultic in nature, or that, these are subtle satanic conspiracies designed to introduce the occult to children. The school therefore will not withdraw or ban from the library that treasury of children's literature which it deems not to be occultic in nature. While the School acknowledges the biblical testimony concerning the existence and power of the occult it clearly points to faith in Jesus Christ in and through whom we have victory over evil and death.

A considerable volume of children's literature contains materials which include witches, wizards, trolls, fairies, leprechauns, gnomes. Aboriginal dreamtime figures, ancient gods and goddesses, folklore characters, non-existent animals, talking animals and trees, and magic. Such literature is regarded as a literacy form which is neither attempting to present the occult as realism nor to influence children to accept evil as good. Such material is readily accepted by children as fantasy, and can serve as a valuable resource for education. This material may be placed in the library or used as a part of the literature programme. When used as such it will be presented within the Christian context.

Material which promotes the occult is not accepted in or promoted by the School. Occult practices, which include witchcraft, séances, tarot cards and other satanic arts, are unambiguously condemned. Reference may be made to the occult if it is questioned by children and it is considered necessary to critically discuss the values and ideas presented by the occult in order to warn against its dangers.

OBJECTIONS TO BOOKS ON RELIGIOUS GROUNDS

Christians accept as part of God's gift to them, the good literature of the nations, including the writings of secular storytellers and poets. We counsel parents who object on religious grounds to all use of supernatural figures, magic, and monsters in children's literature to consider the following:

- This is an area in which there are divergences of opinion among Christians, and we ask that parents, while upholding their right to their beliefs, recognise the right of others to hold contrary beliefs.
- Our Christian unity comes not from having identical beliefs on all issues, but from having one Head, who is the Saviour, Christ the Lord. It is by proclaiming Jesus Christ that the kingdom of God is advanced.
- To avoid the world (which is God's) is an impossibility. "In the world" and yet not "of the world" is the constant tension that the Christian lives with. Our call is to enter the real world and to claim it in Christ. Lutheran schools are not fortresses to protect children from the world, but a nursery to provide strength and courage to live in the world. We believe that preparation for that tension is best provided by acquainting children with the real world, while at the same time providing them with the faith resources with which to face that real world.
- An underlying foundation of a Lutheran school is to have the Christian faith inform all of the teaching and learning that happens within it. This includes the use and presentation of literature, and is done as both the librarian and class teachers involve students in critical analysis of the materials they are using. Where a resource may be considered contentious teachers will use that resource with discretion and as an aid to present the good news of the Gospel, that is Christ I will fear no evil and that there is no force or power that can overcome or destroy me.

- We do not wish to compel any children to take part in any programs that run contrary to their parents' consciences. Where teachers have been informed of parents' views on these matters, they will attempt to be as sensitive as possible towards those views. For example no child would be required or encouraged to take home such library books and readers that their parents may consider offensive, or against their beliefs.

If parents wish, they may inform the librarian in writing that they do not wish their child to borrow the work of a particular author or of a particular genre, using the form provided in Appendix 2.1, and wherever possible this will be respected.

Members of the school community are welcome to recommend resources to be added to the library collected. All requests for resources will be considered according to the Selection and Collection Development guidelines and budget restrictions as outlined in this policy. (Appendix 2.2)

APPENDIX 2.1. REQUEST FOR RESTRICTIONS ON LIBRARY BORROWING

Family name:

Children in family:

I request that whenever possible my child/children do not borrow books of the following genre / subject / author

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.....

I understand that my child/ren also need to make choices about the material they read and that it may not be possible for the school to fully monitor the books my child may choose to read. I will not hold the school at fault if these books are chosen by my child/ren.

Signed:

Parents:

Child/ren:

APPENDIX 2.2 REQUEST FOR RESOURCES TO BE ADDED TO THE COLLECTION

Members of the school community are welcome to recommend resources to be added to the library collection. All requests for resources will be considered according to the Selection and Collection Development guidelines and budget restrictions as outlined in this policy.

Item/s to be considered for the library collection:

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Reasons for recommending these resources:

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Name: Date: