



Welcome to Golden View's Library/Media Center

The goal of the Library/Media Center is to ensure the students and staff of Golden View Elementary have access to an inviting collection of appropriate media center resources, and that they possess the knowledge and skills to effectively use library information in print and digital format.

The library encourages and supports life-long learning.

We help students acquire an interest in and enjoyment of reading.

We teach students the necessary skills to be efficient and effective information users appropriate to their grade level.

We strive to acquire and maintain a balanced collection which meets the needs of all teachers and students.

All classes have a scheduled weekly half hour library/media center class period.

Library Policies

- Food and drinks – including water – are not allowed in the library.
- Appropriate behavior is expected in the library at all times.
- Students may not be in the library unless a supervising adult is present. This includes open lunch times: no adult, no entry!
- We set limits on the number of books a student may borrow at any one time:
 - TK, K and 1st grade – 1 book each week
 - 2nd grade – 1 book each week *
 - 3rd grade – 2 books each week *
 - 4th and 5th grade – 3 books each week *** Additional books are allowed for class assigned book reports. Book report books are considered due on the day the report is due in class.*
- We expect students to return their books to the library on time.
- Overdue notices are sent home weekly. Students with overdue books will be restricted from further borrowing until the overdue items are returned.
- Students are responsible for all items checked out to them. We will ask you to make a donation to cover costs incurred in replacing books or other items that are lost or damaged beyond repair.

Students' Responsibilities

- Always use walking feet and quiet voices in the library.
- Keep library books clean. Do not bend or crease pages. Never write in a library book. Do not remove library stickers and labels.
- Use a book mark. New book marks are available once a month during your class library time.
- Use shelf markers (grades 1 to 5). Shelf markers must not be bent, broken or used as toys.
- Return your books on time.
- Let us know if a book you've borrowed is damaged so we can repair it ready for the next person.
- Push your chair in when leaving the library. Please do not move chairs from table to table unless your teacher gives you permission.
- You may use the pencil and eraser machines during class library time only with permission from your teacher. You may use the machines at other times of the day as long as there is no class or meeting being held in the library.
- You may use the bean bags only if you have returned all your books on time and your teacher has given you permission.

Parents

Encourage your children to read. Show an interest in the books your child has chosen to bring home. Read with your child on a daily basis.

Encourage your child to take good care of library materials. Provide a safe place for your student to keep library materials at home. Keep all food, drinks, pets and younger siblings away from library books.

Help your child develop a routine so they remember to return library materials on time.

Provide a sturdy bag or backpack to safely transport library materials to and from school. Please place the books in a compartment separate from food and water.

Do not try to repair a book that is damaged. Scotch tape will damage a book more than a simple rip. We have special book mending materials to handle repairs. If a book does get damaged, please send it in with a note to alert us to this when the book is brought back to school.

Each book has its own bar code. Since we have multiple copies of many books, make sure your student doesn't swap books with a friend who has the same title. Remember, your child will be held responsible for the books checked out in their name.

And finally...

Do not remove stickers, labels or markings from library books. They are all there for a reason! If you'd like to know more, come in and take a look around. Better yet, let us know of your interest; we can always use extra pairs of hands to help us process, re-shelve and repair books!

Library Facts:

15,815 - The number of titles currently in our collection

9,000 – The total number of hours Golden View students will spend in the library in a typical school year

502 - The number of times the most popular book in our library has been checked out (Can you guess what it is?)

235 – The number of books that have been lost from our collection ☹

12 – The number of classes that managed to return all their books on time at least once last year (WAY better than last year's 4 classes! Can we do better yet this year?)

2 – The number of book fairs we hold each year, to raise funds for book acquisitions and to fund our online circulation system

Use of the Computers in the Library/Media Center

Computers are provided for students to help them find and select books using the catalog feature. Students may not use the computers to visit sites that are not pre-approved or pre-authorized by their teachers or the librarians.

Students are able to view the library catalog from home and make book selections, investigate website links, etc. To access the library at home, go to the school's website at goldenviewonline.com and scroll down to the library catalog link on the right hand side of the home page, or type in <http://destiny.srvusd.net> and click on Golden View Elementary School.

Thank you for your help and support.

We look forward to meeting you when you volunteer for your child's library time or to help us with our Book Fairs.

*Christine Sharrock and
Lisa McGuire*

Library/Media Coordinators
Golden View Elementary School