



Mildenhall College
A C A D E M Y

Library Policy

Adoption Date: July 2013

Last Reviewed: July 2017

Next Review: July 2020

This policy is reviewed every three years. It can be reviewed sooner if amendments to legislation or educational practice necessitate a change.

Links to other policies:

- **Communication, Reading and Writing Policy**
- **Teaching and Learning Policy**

Mildenhall College Academy

Library Policy

The academy Library exists to:

- support the curriculum and its development
- serve as a resource through which students develop as readers and learners
- provide study facilities for whole-class and independent learning opportunities

Curriculum Support and Development

The Library Manager will work with faculties to develop the Library as a learning resource.

Curriculum Support and Development will include:

- the provision of books, IT resources and other materials relevant to curricular needs
- establishing displays of student work
- the provision of a study area for students to use for independent learning during lesson, break and lunch times
- the provision of a resource area for pre-booked whole class use
- the provision of a stationery shop

Developing Students as Readers:

Wider reading will be encouraged in the academy. In line with the academy's Communication, Reading and Writing Policy, all students will be encouraged to use the library when selecting private reading books. The academy's 'book-in-the-bag' scheme requires that students in Year 7-8 have a private reading book with them every day. There are dedicated literacy tutorials once a week. At these times every student reads and so does the tutor. Students may visit the library during these periods to exchange books.

The Library Manager will ensure that there is a wide range of books likely to stimulate new readers and that they are displayed to encourage access.

Developing Students as Independent Learners:

The academy Library will work with and across Faculties to:

- encourage motivation, commitment and self-confidence in students
- enable students to participate in their own learning
- help students to become adaptable and independent thinkers
- promote information handling skills across the curriculum
- advance equal opportunities in education by providing texts which appeal to all levels of ability, age and interest

The Library Manager will endeavour to:

- work with other schools and the local community to develop the services available to staff and students
- promote the role and services of the Library to students, staff, parents, and governors
- advise on and acquire relevant resources from external sources

The Library at MCA6:

There is a small library at MCA6 which is self-managed by the students on a daily basis. The Director of Sixth Form will liaise with the Library Manager at Bury Road to purchase new stock. A 'Virtual Library' provides Sixth Form students with access to periodicals and research materials.