

BOOKS POLICY

RATIONALE

The Early Years Centre has strategies for the selection of appropriate books to promote the development of early literacy skills.

AIM

The aim of Killermont Primary Nursery Class is to give children and families access to a wide variety of quality written materials reflecting equal opportunities and encourage a life-long love of reading.

OUTCOMES

- the selection of books provided within the centre reflects an equal opportunity perspective;
- books are incorporated into all areas of the nursery;
- the nursery provides a lending library to promote independence and choice and to encourage parents/carers involvement in their child's literacy development;
- children's reading choices are monitored through the software lending program 'Junior Librarian'.
- children have regular experience of using software and hardware to scan their books when borrowing;
- children are encouraged to evaluate and share their reading experiences;

PROCEDURES

Children have free access to a wide selection of books in nursery – primarily through the book corner but also through different areas of the nursery, to support play and learning. These books link mainly to the learning focus. Staff are available to read to the children but also encourage children to explore books and 'read' for themselves or to share books with their peers.

Lending Library

The children will be able to borrow from the nursery lending library every week. Each child is issued with a numbered yellow book bag and books should be taken home and returned in these each week. Children should only be issued with another book when the previous item is returned. Children who do not attend on the lending day will change their book on the next day they attend nursery. The children should scan their own items out using the hand scanner.

Parents may be asked for a donation to the Nursery Fund to cover any damaged or lost books. Parents are also encouraged to help with the library on a rota basis.

Staff should rotate stock on a monthly basis to ensure a wide selection of titles are made available and to spread the wear and tear of the stock. Books in a poor state of repair should be discarded and removed from the data base. Stock will be replaced periodically from the DMR budget and/or Nursery Fund.

ROLES AND RESPONSIBILITIES:

Senior Staff

- promote current initiatives in the development of early literacy skills and review guidance;
- ensure funds are available to replace and augment stock;

Staff

- staff should monitor the selection of books available in nursery;
- ensure that books are regularly monitored for condition, and appropriateness;
- ensure that books are organised and stored appropriately;
- encourage children to use and care for books appropriately;
- promote reading and use of books with in nursery to support literacy development;

RESOURCES

EDC Early Intervention materials
Children & Young People Library Services

CROSS-REFERENCES:

The Child at the Centre	1.2, 3.3, 6.2
National Care Standards	11.1, 11.2, 11.3, 11.4

In our centre responsibility for implementing this policy is:	
First Draft	Date: 2002/03
Consultation with Early Years Community	Date:
The policy was created on:	Date: 12.5.05
The policy was reviewed on:	Date: 26.1.17
Due for review on (not more than 3 years):	Date: 2019/2020