



Collection Development Policy

RATIONALE

Narre Warren North Primary School Library aims to support the learning community through the provision of books for students that foster active engaged responsible citizens of the local and global community. It also aims to maintain resources for the teaching community. The Library upholds the values of Narre Warren North Primary School to assist all students build a positive attitude to learning.

The Library's collection development goals are to support the curriculum, teaching and learning, by acquiring and organising a relevant and well balanced collection, maintain the physical condition of the collection and provide equitable access to resources.

PURPOSE

- Provide resources that support and complement the Victorian Curriculum, stimulate learning and inquiry.
- Provide recreational reading resources that meet the needs of all users.
- Provide resources that will stimulate intellectual growth, knowledge and literary appreciation and support the development of lifelong, independent learners.
- Provide resources representative of the many religious, ethnic and cultural groups and their contribution to Australian society.
- Provide resources that are balanced in character, offering a variety of viewpoints on contemporary issues whilst adhering to the principles of intellectual freedom.

GUIDELINES

GENERAL COLLECTION PRINCIPLES

- All students have the right to access material from the library collection suited to their ability level.
- The collection should reflect the current teaching and learning requirements.
- Resources should be current, authoritative, attractive and well-presented.
- Provide a wide selection of resources that represent different viewpoints.

RESPONSIBILITY FOR SELECTION

Members of the school community may contribute to the selection of library resources; however the responsibility for coordinating selection and making purchasing decisions rests with the Librarian.

CRITERIA FOR SELECTION

Materials for purchase are considered on the basis of:

Authority

- Qualified and/or experienced author
- Reputable sources of information
- Recognised publisher/producer

Physical format and technical quality

- Quality materials
- Sturdy construction
- Attractive presentation and clear reproduction

Arrangement of material

- Content is easily accessible

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Appropriateness

Content, language, symbols and concepts are at a suitable level for the intended audience.

Cost

- Value for money
- May be used across a number of curriculum areas and levels.

Currency

Ensure resources provide current information.

Controversial material

Consider any controversial content and/or issues.

Copyright Compliance

All resources must comply with the copyright licences which cover Australian schools. (Please refer to Smartcopying which is the official site for copyright in schools provided by the National Copyright Unit - <http://www.smartcopying.edu.au/>)

SELECTION AIDS

- E.g. Australian Book Review, Books and publishing, Good Reading
- Suggestions from staff, students
- Publishers catalogues and bookseller newsletters

DONATIONS

Will be accepted on the condition that they are subject to the same selection criteria as new resources.

LOST ITEMS

Lost items will be replaced if they still meet the selection criteria.

ACQUISITION

- All materials acquired should meet the aforementioned selection criteria, using a number of the suggested selection aids.
- All acquisitions are dependent on the availability of adequate funds from the annual budget, either through the library or specific subject areas.
- Expenditure will reflect areas of teaching and learning needs, and be in response to budget planning with staff and other stakeholders.
- All purchased resources are catalogued by the library.

EVALUATION

Regular and ongoing evaluation of the library collection is essential for a number of reasons. These include:

- To identify areas where new resources are required to support teaching and learning programmes
- To identify areas of strength and weakness within the collection
- To ensure the collection remains in good physical condition

WEEDING

Items will be removed from the collection on the basis of:

- Physical condition - torn, unattractive, defaced, damaged beyond repair, yellowing pages
- Content and form - inaccurate, misleading, out-of-date, obsolete
- Pattern of use - declining due to changing interests or teaching and learning needs
- Items weeded from the collection due to their physical deterioration will be replaced if they still meet the selection criteria.