



Library Collection Development Policy

Policy Statement

The Endeavour College Library is an integral part of the College, reflecting and supporting the Christian and educational philosophy of the school. It provides resources for teaching and learning in all curriculum areas and serves the whole College community- the students and staff.

Aims of the Library/Resource Centre

The Endeavour College Library aims to foster the development of life-long learners who are equipped with the information skills necessary in an information-rich and technological age, thereby developing students' God-given gifts and abilities for life and community.

To this end the Library aims:

- To cater for the emotional, cultural and intellectual needs of students considering their various ages, abilities, interests and gender
- To implement, support and enrich the school curriculum by providing a wide range of materials in different formats
- To organise materials for their effective use
- To guide staff and students in their choice of materials
- To teach students how to define, locate, select, use, organise, present and evaluate information
- To provide a broad range of recreational materials to encourage the development of students literacy and self-awareness
- To provide materials on controversial issues so that bias is avoided, and an opportunity is given for developing critical judgement
- To coordinate resources housed in teacher reference collections and specialist areas to make them accessible to the whole school population
- To maintain an atmosphere in the Library conducive to inspiring growth, collaboration and contribution to the wider community
- To develop co-operative learning programmes, in which classroom teachers and Teacher Librarians plan, implement and evaluate learning programmes

- To promote the use of appropriate Information Technology and in-service staff and students on the use of this technology.

Selection Policy

This policy has been formulated as a guide to the collection and use of the Endeavour College Library resources. The policy operates in the light of the school's aim of to develop students' God-given gifts and abilities for LIFE* and community. This means that resources which reflect the Christian foundation and outlook of the school will be chosen. However, in order to encourage students to be critical members of society, resources will represent varied views of the world including responses without an explicitly Christian base.

a) Responsibility for selection

- The basic responsibility for selection rests with the Teacher Librarian
- The Teacher Librarian will consult with Learning Leaders, the Pastoral Team & Leadership where appropriate
- A review committee may be formed to make recommendations on policy and potentially controversial material
- The review committee may refer material to Leadership for further discussion where it is deemed necessary.

b) Selection Criteria

General

The quality, relevance and appropriateness of the material in accordance with the school curriculum and the needs, age range, interests and abilities of the school community will be considered. Material is considered to be both hardcopy and electronic resources.

Non-Fiction

Factors to consider are:

- the authority and reputation of author and publisher
- the date of the work and the country of origin
- the scope of the work and its accuracy
- the purpose of the work and its treatment of the topic
- the suitability for students' age levels
- the format of the work to support all literacy levels

- the objectivity of the work (biased material may be acceptable so long as the bias is evident).

A full range of views on possible controversial topics should be available; this includes social, political, moral, sexual and religious issues.

Fiction

A broad range of fiction (in genre, theme and reading age) will be selected:

- Literary merit will be an important criterion but not an essential one
- Popularity will be considered but will not be the sole criterion
- Inclusion of sexual/aberrant behaviour and violence will not automatically preclude a particular book, although pornography and gratuitous violence are not acceptable
- Inclusion will be made on the basis of whether the book presents life in its true proportions, whether issues are realistically dealt with and whether the book is of literary value
- Doubtful books may be referred to a Review Committee which will consider such factors as:
 - Is the treatment of sex, violence, brutality and aberrant behaviour put into some perspective?
 - If there is offensive language, is it appropriate to the purpose?
 - Is the story intellectually or emotionally challenging?

c) Selection Aids

The Teacher Librarian will access a wide variety of sources, including professional organisations and journals to assist in the selection of resources where necessary. These include:

- ASLA (Australian School Library Association)
- SLASA (School Library Association South Australia)
- National, State and Public Libraries
- Review Journals and Periodicals
- Recommendations from Learning Leaders
- Recommendations from other staff at other school libraries

Removal of obsolete material

A continuous process of discarding outdated, inaccurate, damaged and non-relevant material will be undertaken.

Complaints against specific items

When a complaint about material is received, the material in question will be:

- Reviewed objectively and in its full context
- Evaluated in terms of the needs and interests of student and planned curriculum
- Considered in the light of differing and changed views

a) Procedure for handling objections to materials

- In the first instance, the complainant will be referred to the Deputy Principal so they may be informed of the selection procedures the Library undertakes
- The person/persons expressing an objection will be asked to register the objection in writing via a 'Request for reconsideration of a resource'. The form is available from the College.
- Material under challenge will not be withdrawn until a final decision has been reached
- A Review Committee will, after receipt of the written complaint, prepare a written report which will be forwarded to the Deputy Principal and in turn the complainant.
- The material under consideration will be retained or discarded on the basis of the committee's report
- Parents have the right to limit their child's access to controversial material but not to deny other students access to such material.