



# The Rainey Library

## Welcome to the Rainey Library

We have an excellent range of fiction and non-fiction books. Remember, reading about topics will give you lots of background information so you get to know more about your subjects and reading fiction books will broaden your horizons. Our library is here for everyone to use. We want you to become a strong, independent learner and a life long reader.

## Eclipse

In the library we use the web-based Library Management System (LMS) called Eclipse. You can access Eclipse through My School at school or from home. You can use Eclipse to see what books you have on loan, when they are due back and what books we have in the library. You can also use it to write book reviews. Simply log into My School, go to view all, hit the tab for online learning and then launch the library app.

## What can you borrow?

You can borrow 2 fiction books and 2 non-fiction books.

## Loan Period

We lend our books out for up to 2 weeks. If you haven't finished reading it by this date you can bring it back and RENEW it for another 2 weeks.

## Overdue Loans

If you still have not returned your library book by the return date, your book will be overdue and you not be able to get any other books out of the library. Your English teacher will let you know if your book is overdue. Please return the book ASAP as other pupils may be waiting to read it.

If you have lost or damaged a book, you will have to replace it, or pay for it. Please see the librarian or your English teacher if this happens so they can advise you on what to do.

All library books MUST be returned at the end of the

"The only thing that you absolutely have to know, is the location of the library."

-Albert Einstein



## OPENING HOURS

### Lunchtime

**1.15pm—1.35pm**

Please **do not come** to the library before 1.15pm as it will not be open.

## LUNCHTIME USE OF THE LIBRARY

Why are you coming to the library at lunchtime?

- To do homework?
- Study?
- Do some research?
- Read books?
- Chat quietly with friends?



**If YES to any of these you may come in!**

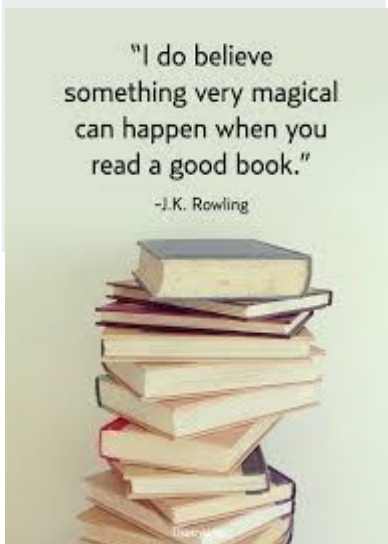
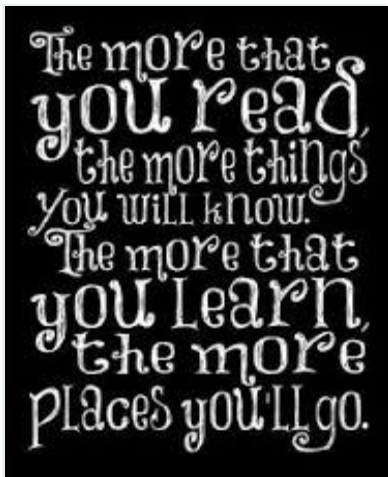
**Don't bother to visit if you are going to:**

Just stand around or wander about.

Chat noisily



Disturb other pupils or staff



school year. If you do not do this, you will not be able to borrow anything next year.

### **Pupil Librarians**

We have a number of pupil librarians who help to care for the library. Please respect them and the work that they do.

### **Computers in the Library**

We have 4 computers in the library. At lunchtime you can access the computers to do research or homework. Please be aware that there is a one person per computer policy operating in the library. If you do not follow our rules and are found playing unsuitable games you will be asked to leave the library.

### **Displays in the Library**

Look out for new displays in the library to celebrate special days, or events. There will be often poems to read and interesting books to borrow.

### **Special Events in the Library**

Sometimes we hold special events in the library such as Roald Dahl's 100th Birthday Party, Reading Allowed and many more. All events will be announced during registration.

### **Looking after your library books**

You are responsible for all the books you borrow from the library. Please return them undamaged. You are asked NOT to eat or drink in the library as

food and liquid can damage books, furniture and computers.

### **Lost your library book?**

Don't be scared. Talk to someone about it. Either speak to Mrs McMullan (librarian) or your English teacher. Ask if your book has been handed into the library. If you cannot find your library book ask your parents if they have seen it. Has a sister or brother borrowed it? Have you looked under your bed? Many books that are 'lost' have ended up under there!

Be prepared to pay for the book if you cannot find it. Any money you are asked to pay will go towards buying a new copy of your missing book. If the book turns up later you will be able to get a refund, as long as the book is not damaged.

### **Now you know all about the library ... please visit!**

Our library is a place for quiet study, relaxed reading and for catching up or getting ahead of your school work. In order to keep it a pleasant place to be in we ask you to treat the library with respect. Keep it tidy and put all rubbish in the bin.

We welcome everyone in our library who wants to read and enjoy books or access information. We hope that you will find a pleasure in independent learning while you are here at The Rainey.