DISCOVERY COLLEGE LIBRARY
ANNUAL REPORT 2009/10

WHAT WE ACHIEVED
HOW WE DID IT
WHERE WE WANT TO GO....

70775 RESOURCES WERE LOANED THROUGH THE YEAR

~6000 RESOURCES OUT ON LOAN ANY ONE TIME

~500 LOANS MADE EACH DAY

7078 RESOURCES WERE ADDED TO THE COLLECTION

INDEX

This report provides a brief overview of the work done by the Library over the 2009-10 school year including :

MISSION STATEMENT

The following are essential to the development of literacy, information literacy, teaching, learning and culture and, are core school library services:

• supporting and enhancing educational goals as outlined in the school's mission and curriculum,

• developing and sustaining in children the habit and enjoyment of reading and learning, and the use of libraries throughout their lives,

• offering opportunities for experiences in creating and using information for knowledge, understanding, imagination and enjoyment,

• supporting all students in learning and practising skills for evaluating and using information, regardless of form, format or medium, including sensitivity to the modes of communication within the community,

• providing access to local, regional, national and global resources and opportunities that expose learners to diverse ideas, experiences and opinions;,

• organizing activities that encourage cultural and social awareness and sensitivity

• working with students, teachers, administrators and parents to achieve the mission of the school; proclaiming the concept that intellectual freedom and access to information are essential to effective and responsible citizenship and participation in a democracy,

• promoting reading and the resources and services of the school library to the whole school community and beyond,

• promoting ethical use of information and intellectual property through education and being an example of the value of academic honesty.

POLICY DEVELOPMENT

The library Collection Development Policy was revisited and modifications made.

A library procedures manual was continued from last year, additions and changes were were made to the stocktake, requisition and

Dianne was involved in helping develop whole school policies : Academic Honesty and Student exiting procedures.

ACHIEVEMENTS

LIBRARY FUNCTION AND MANAGEMENT

Installation of the Oliver Library Management system occurred over the summer holidays, with a few teething problems which included about two weeks where the loan function was not operational which led to students not being able to lend books for about a week.

Advantages of the new system include :

- Periodical module where we can track periodicals as they arrive.

- The OPAC is web based which allows the school community to access it off campus at any time.

- The LMS has personal account setting where students can manage their own renewals, request resource alerts and keep track of their reading and loans.

- We are now able to email overdue notices to staff and students, thus saving paper.

All students were given training on the new LMS, and most are able to access the OPAC to find what they need. next year we need to focus more on them managing their own accounts. Primary and secondary teachers had a brief training on it, EA's did not. Staff overall need more training.

The catalogue records were cleaned up through the year - old resources deleted, without copies or resources that have been missing since moving to the new campus. There were also inconsistencies in the records, and borrowers who had left the school whose details had not been removed.

Staff were trained on how to use the 3M RFID wand to find resources and to conduct stocktake. A trial stocktake was undertaken in May in preparation for the whole school stocktake over the summer holidays.

The resource room was moved up to the 1st floor, and set up by Mimi with support from library. The primary literacy texts and the primary inquiry texts were moved from the library to the resource room. All the Primary Inquiry texts were streamlined and classified under the dewey system to make it easier for teachers to see all the available resources in one place. A major cull of the resource room was undertaken which made the room less cluttered and more relevant to the current curriculum.

Implemented a fortnightly library staff meeting on Monday mornings to discuss strategies, events, responsibilities and policy.

A policy and procedures manual was initiated and is still in development, in preparation for training and communication across a larger Library team next year.

CLIENT SUPPORT

15 imacs were installed in the Library. This has enabled small groups of students to use the computers at a time to support the units of inquiry. It has also been useful to give access to the OPAC and school websites to more students during lunch and after school. This complements the school laptop program.

Sorted out printing problems with students in year 6 and above in collaboration with the ICT technicians.

Utilised a wish list for students and staff. This was a high priority when purchasing new resources.

Supported the Battle of the Books CCA encouraging the CCA and the the books through the library and the Dianne being one of the staff members.

*Held a number of event*s in the library to promote reading - see under events

Supported the streamlining of the procurement process for staff with utilisation of one of our staff as school procurement contact. This has led to increased goodwill with providers, less stressed teachers, better negotiating power with providers and a better knowledge of what is in the school.

Learner profile posters were created using Glogster, other departments modelled and they are now throughout the school.

Screencasts were created to help with off campus reminders for students on how to use the OPAC, databases

PHYSICAL SPACE

The shelving was rearranged at the end of the last academic year, this has resulted in better usable spaces by all the lbrary users.

Art works were displayed in the library term 3, this will become a regular feature of the library as more works are being produced by the students.

More signage was installed - shelf labels for the non fiction, junior non fiction and fiction sections.

Two large conference tables were installed on the second floor to hold the 15 imacs.

STATISTICS

COLLECTION DEVELOPMENT

Location	Opening Stock	Closing stock	Additions	Percentage within entire collection growth
Audio Books	16	42	22	0.50%
Chinese Collection	123	544	421	9%
DVD for general circulation	156	215	59	1%
DVD for teacher resource	65	97	32	1%
Fiction	2011	2854	843	18%
Graphic Novel	129	169	40	1%
International	59	98	39	1%
Junior Fiction	1481	2208	727	15%
Junior Non Fiction	2130	3244	1114	23%
Korean	200	318	118	2%
Non Fiction	5129	5179	50	1%
Parents	14	16	2	0.25
Periodicals	24	29	5	0.25
Picture Books	1748	2187	439	9%
Secondary Chinese	61	200	139	3%
Secondary Fiction	422	982	560	12%
Teacher Resource	264	471	207	4%
		Total added to library collection	4817	

Department/ Collection	Opening stock	Closing stock	Additions
Art	0	10	10
Big books^	211	485	274
D&T	21	35	14
Drama	112	359	247
Equipment	47	138	91
Fluency Books*	2698	3119	421
Guided readers*	6875	7419	544
Mandarin room	250	3269	3019
Music	159	89 (weeding)	-70
Primary Inq, Texts*	381	1557	1176
Primary Lit. Texts*	1115	1249	134
Primary Mathematics	215	1821	1606
Resource Room*	5770	4217 relocation and weeding	-1553
Sec. Drama Text	0	79	79
Sec. English Text*	520	1139	619
Sec. Humanities	data not available	415	415
Sec. Inquiry Texts *	264	181 (relocated some of the books to other depts)	-83
Sec. Lang A	data not available	697	697
Sec. Maths	0	97	97
Sec. Science	0	263	263
Spanish	0	17	17

held in Resources room ^held in library, others held in individual departments.

Total Holdings

Total library holdings 18,680 , Resource room holdings 19,472 (includes equipment, text books, reading club books, guided readers, fluency books, learning resources ....) Total catalogue records 38,152. There was some weeding undertaken through the year, but 7503 items have been added to the catalogue in the past 12 months.

Lost Resources. 89 resources are marked as missing, lost, lost and paid for, or student has taken them when they left the school.

ONLINE RESOURCES

INFOTRAC

Infotrac is a Gale database supplied by Cengage learning in Hong Kong. It is designed with navigation and resources suitable for middle school students. It has a number of different types of resources to access podcasts, ebooks, academic journals and newspapers and articles from over 350 periodicals, from all over the world.

Infotrac was introduced to year 9 to help with their research on stem cells in science, year 8 in their research into alternate sources of energy, and in food technology, year 7 in their research into environmental issues and year 6 to help them source data for their exhibition inquiry. The students have continued to use the database for other units. It was also introduced to secondary staff in a CPD day, as well as a few Educational Assistants who are studying at University for their teaching degree.

The databases will continue to be used throughout the students school years and with a dedicated MYP Teacher Librarian next year, the use will only increase. The students are able to access Infotrac 24/7 and it provides much more accurate, current, reliable and authentic information than just searching through Google, or even looking in a book. Analysing the statistics for use over the past 10 months, there have been more off campus sessions than on campus sessions, which indicates the students are accessing this database from home in their own time and the library is able to continue good quality resources around the clock.

The statistics for Discovery College use is below.

Internal sessions are searches conducted on campus, remote is away from the campus. A session is counted from the time a student logs on, until they leave, a search is when a keyword is placed in the search box and the search key is activated.

Infotrac	Internal sessions	Remote sessions	Total sessions	Inside connect time (mins)	Remote connection time (mins)	total mins	Average session time (mins)	Total searches
Sept 09 - Jan 10	47	213	260	338	2037	2375	9	2090
1 Feb 2010	0	51	51	0	321	321	6	250
1 Mar 2010	0	25	25	0	54	54	2	82
1 Apr 2010	1	93	94	7	715	722	8	331
1 May 2010	29	513	610	209	5918	6127	10	1510
						cost of database HKD		$9,360
	cost per session	$9.08				cost per search		$2.19

BRITANNICA ONLINE

Britannica Online was also introduced this year. This is an online encyclopedia which has many more interactive and excellent resources than a print encyclopedia could ever offer.

It is divided into three categories for the different levels of user - Primary, Middle and High School with different information, vocabulary and font sizes to suit the different age groups. It also has an option to have text read to you as well save the searches to return to at a later time along with other features such as an instant hover dictionary.

Britannica also has a comprehensive database of images and video related to the used keywords , websites and articles which can be sorted by lexile level. It also has the learning zone for young ones where they put themselves to the test in an interactive way.

Britannica was introduced to year 6 to support their unit on Human Ingenuity - inventors, year 5 for space and natural resources unit, year 4 in the body systems unit, year 3 in the explorers UOI as well as the healthy lifestyles unit.

Britannica also has a Global Reference centre where most of the English articles are also available in French, Japanese, Korean, Chinese. This is a great resource to support the mother tongue programme. This module was given to us as a new subscriber gift. Statistics are not available for the access of this feature due to the international set up of GRC.

The results below illustrate the high usage Britannica is enjoying both at school and off campus.

Home page inquiries indicated searches that were conducted from the homepage, High School inquiries from the high school page and so on.

Encyclopedia Britannica Online	Sessions / logged on	Home page queries	High School queries	Middle school queries	Primary School queries
November	202	329	36	197	290
December	259	573	10	13	872
1 Jan 2010	2136	748	64	154	3686
1 Feb 2010	1158	442	37	110	1753
March	694	415	8	48	688
April	129	24	1	18	2017
May	1597	1427	4	108	2017
	6175	3958	160	648	11323
			Total queries		16089
		Cost of database HKD			$9,912.85
		Cost/query			$0.61

BRAIN POP

Brain Pop is a database of specifically made video's for students to explain key topics and concepts in a simple way. There are short quizzes that can be taken at the end of the short movie. The teachers enjoy using the database as well as the students, and the short explanations will usually be watched as a class to grasp basic understandings and an introduction to a topic.
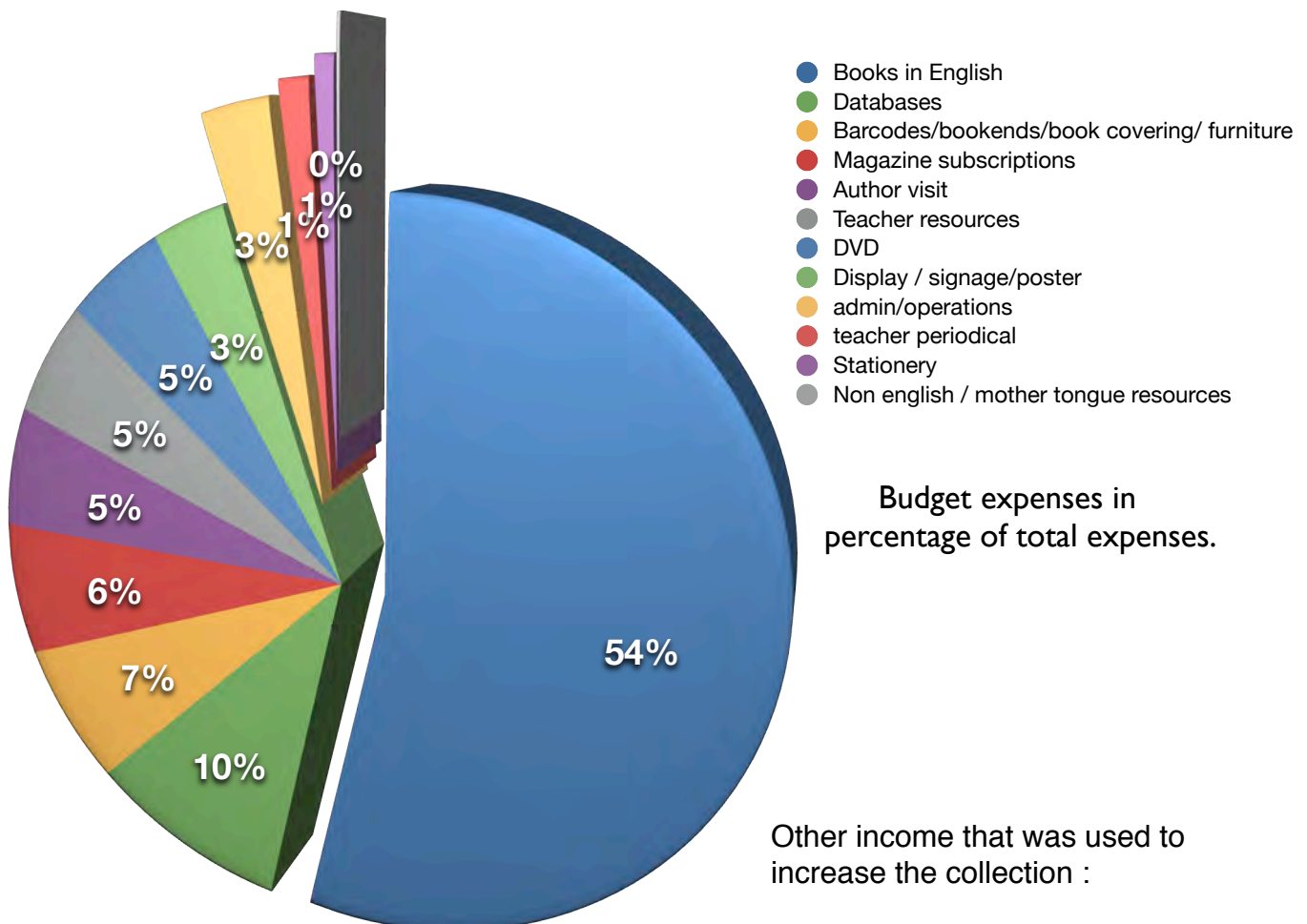
This was used across all years, depending on teacher experience with it and understanding.

Brain Pop	Students logging on	Teachers	Cost	cost/ log in
	2613	52	$11,061	$4.15

BUDGET

$330,000 - HKD

Items	Amount spent
Books	171310.19
Databases	30733.41
Barcodes/bookends/book covering/ furniture	21434.8
Magazine / newspaper Subscriptions	20061.27
Author visits x 3	17658
Teacher Resources (books)	17008.79
General collection & T Resources DVD	15769.39
Display / signage/poster	10569.86
admin/operations	9325.24
Teacher Professional Journal/ subscriptions	5759
Stationery	2513.45
Non english resources	420

- 🔵 Books in English
- 🟢 Databases
- 🟡 Barcodes/bookends/book covering/ furniture
- 🔴 Magazine subscriptions
- 🟣 Author visit
- ⚪ Teacher resources
- 🔵 DVD
- 🟢 Display / signage/poster
- 🟡 admin/operations
- 🔴 teacher periodical
- 🟣 Stationery
- ⚪ Non english / mother tongue resources

Budget expenses in percentage of total expenses.

Other income that was used to increase the collection :

Paddyfield credit points: 17,791
Donation of books : 330

TEACHING

The following is a summary of collaboratively planned teaching by the Teacher Librarian across the whole school, these are outside normal library visits and where the teacher Librarian is integrating the teaching of information literacy skills into a unit of inquiry, The lessons included learning to use the OPAC, writing bibliographies, accessing the databases, research techniques, web 2.0 creation and support, accessing different types of information, evaluating information, keyword and question formation, note taking,, internet search strategies plus others.

Not counted in these numbers is where the TL worked with small groups and impromptu lessons. This amounts to about 8500 hours of support.

Classes supported by TL

Year	Totals
Year 1	11
Year 2	12
Year 3	12
Year 4	9
Year 5	15
Year 6	27
Year 7	17
Year 8	12
Year 9	27
	142

Pie chart: Year 1 8%, Year 2 8%, Year 3 8%, Year 4 6%, Year 5 11%, Year 6 19%, Year 7 12%, Year 8 8%, Year 9 19%

Legend: Year 1, Year 2, Year 3, Year 4, Year 5, Year 6, Year 7, Year 8, Year 9
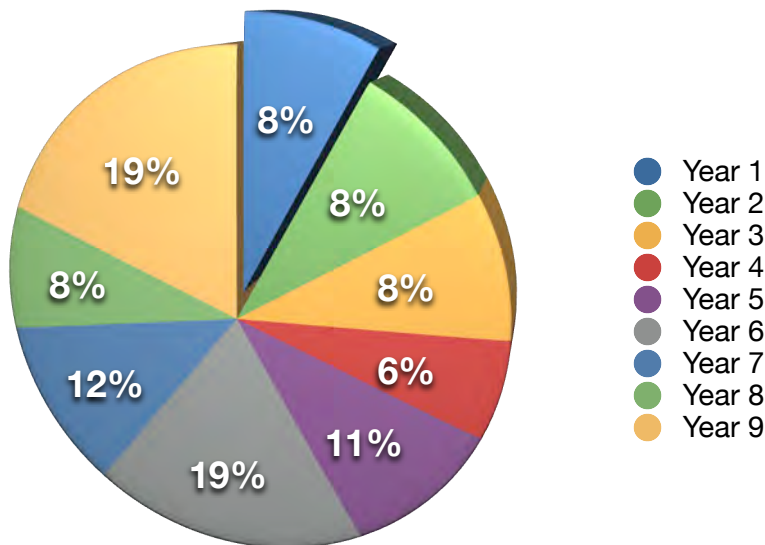
Classes using the library space for selecting books and quiet reading with their teacher.

19 Primary classes visit the library each week for 30mins - 722 library visits over the year.

6 Secondary classes schedule a library visit each week - 228 library visits over the year.

Other secondary classes came in where it fitted the curriculum to do independent research or to select wide reading books.

Individual students also came to the library to select reading matter for their quiet reading time in class.
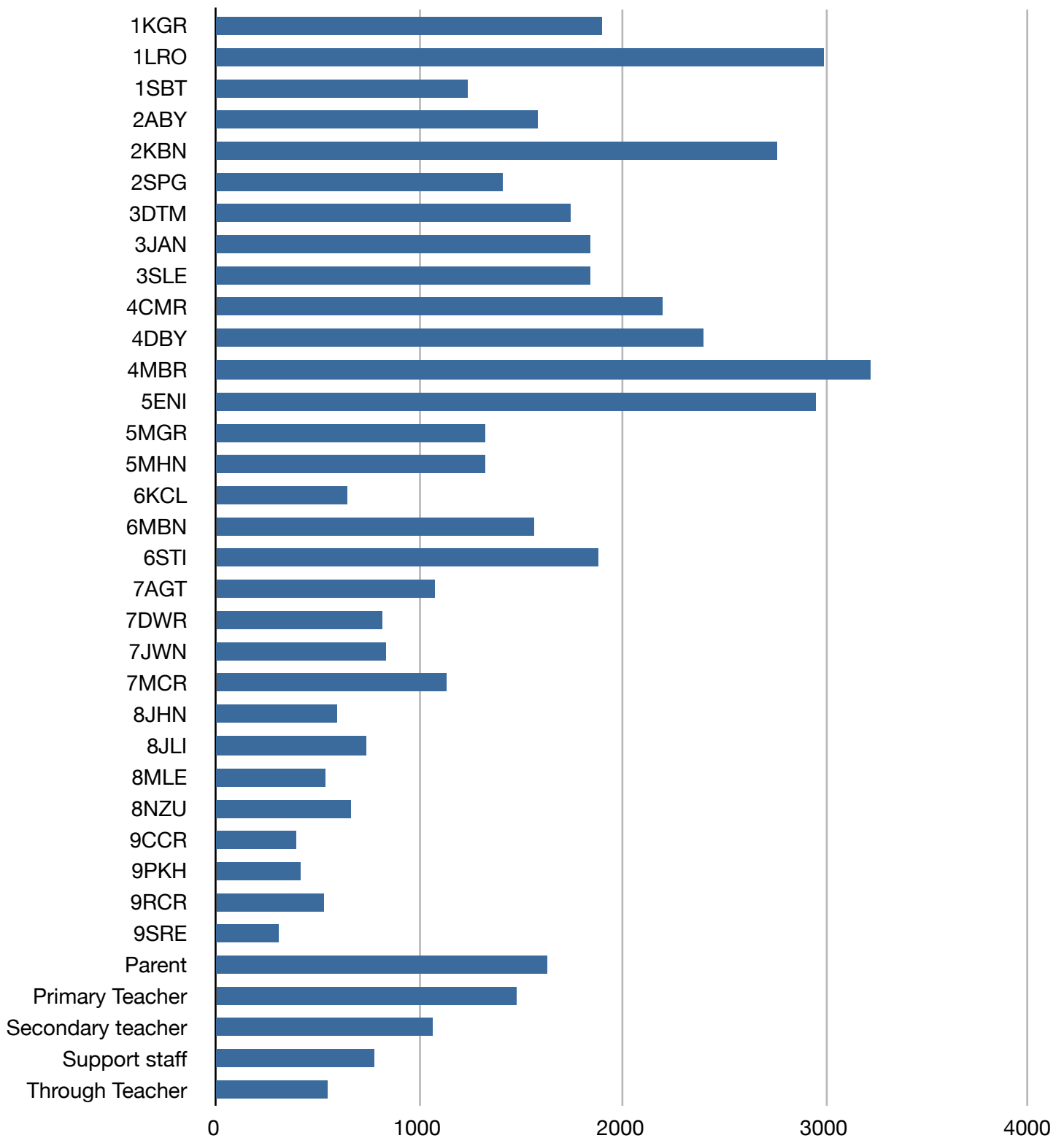
Visits by individual students

We had between 70 - 150 students in the library most lunchtimes which means that an avaerage of 20,200 students visited the library over the year during lunch.

Once the printing became available, we had many students come to the library to print, this also required the library staff to help many of these students as they learned how to print.

The library is open from 8am until 4pm, a handful of students utilise the library service before and after school times.

CIRCULATION

Circulation across the school 2009/2010

Class	Circulation
1KGR	1900
1LRO	3000
1SBT	1250
2ABY	1600
2KBN	2750
2SPG	1450
3DTM	1750
3JAN	1850
3SLE	1850
4CMR	2200
4DBY	2400
4MBR	3250
5ENI	2950
5MGR	1350
5MHN	1350
6KCL	700
6MBN	1600
6STI	1900
7AGT	1100
7DWR	850
7JWN	850
7MCR	1150
8JHN	650
8JLI	800
8MLE	600
8NZU	700
9CCR	450
9PKH	500
9RCR	600
9SRE	350
Parent	1650
Primary Teacher	1500
Secondary teacher	1100
Support staff	800
Through Teacher	600

We have 95 parent borrowers.

Total circulation for the year was 70,303 loans including renewals and guided reader loans (10,905)

This indicates about 400 loans per day, 2000 loans per week.

CIRCULATION BY COLLECTION

Whole school borrowing by collection

Collection	Loans
Parents	6
International Language	65
Senior Graphic Novel	94
Korean	207
Secondary Chinese	301
Teacher Resource	312
Big book	332
Chinese Junior	348
Periodicals	423
Equipment (cameras)	1276
Resource room	1836
Graphic Novel	2213
Senior Fiction	2875
Non Fiction	3380
Other - dept. req reading for class,	3888
Junior Non fiction	7845
Picture Books	10035
Guided readers	11066
Fiction	11517
Junior Fiction	11547

STUDENT BORROWING

This graph shows the most borrowed collections by students.

- Junior Fiction
- Fiction
- Picture Books
- Junior Non fiction
- Non Fiction
- Senior Fiction
- Graphic Novel
- Periodicals
- Chinese Junior
- Secondary Chinese
- Korean
- Senior Graphic Novel
- International Language

23%
23%
20%
15%
7%
6%
4%
1%
1%
1%
0%
0%
0%
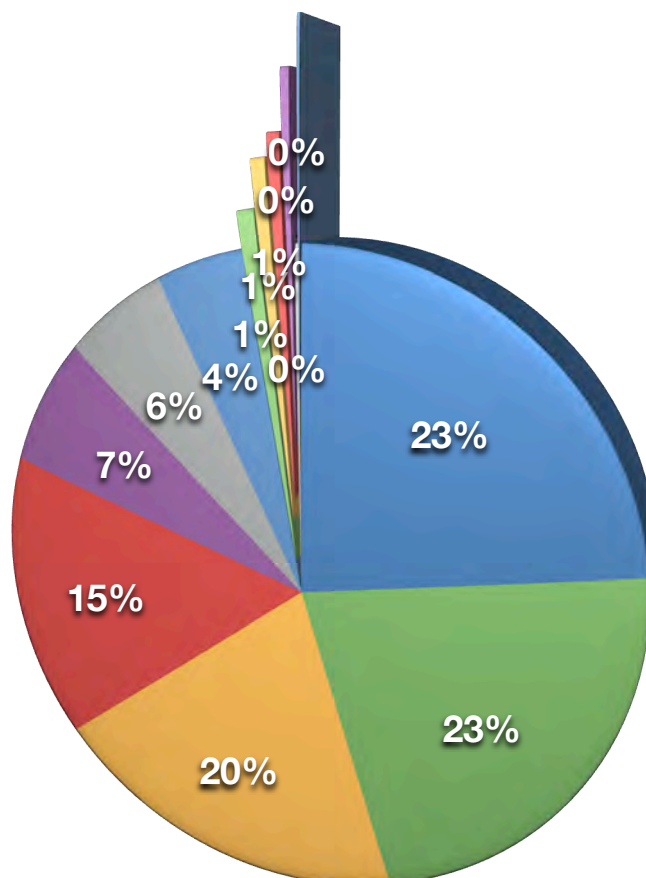
MOST POPULAR AUTHORS AND SERIES FOR THIS YEAR

Junior Fiction

Jackie French
Daisy Meadows
Gigglers
Geronimo Stilton
Dav Pilkey - Captain Underpants

Fiction

Enid Blyton
Roald Dahl
Anthony Horowitz
Erin Hunter
Jeremy Strong
Morris Gleitzman
Andy Griffiths

Senior Fiction

Robert Muchamore - Cherub
Lisa Harrison - The Clique
Meg Cabot
Jacqueline Wilson
P.C. Cast

Picture Books

Magic School Bus
Little Miss / Mr Men
Lauren Child
Julia Donaldson
Marcus Pfisher

Fiction DVD

Harry Potter series of DVD's

Junior Non fiction

Where's Wally
Usborne Things to make and do
Usborne cooking books
Usborne how to draw
Military Vehicles / Attack Fighters

PERIODICALS IN THE COLLECTION

Action Asia
Asian Diver
Asian Geographic
BBC Focus
BBC Good Food
BBC Top Gear
CNG
Discovery Channel Magazine
Dmag
Fitness Life
Girlfriend
History Today
Inside Sport
Mac Life
Make

National Geographic
national Geographic for Kids
National Geographic for little kids
National Geographic traveler
New Scientist
Newsacademic
Passport
Readers Digest
Rugby world
Seventeen
Soccer World
Sports Ilustrated for kids
TBK magazine
Teen Vogue

VOLUNTEERS

The Korean mums returned this year to help us, as did Lisa who helped with a variety of tasks.

A couple of Japanese mums also helped out through the year, and CJ also joined the band of regular volunteers. We also had a number of drop in helpers who are able to offer a few hours of their time.

Overall these helpers contributed 700 hours of service to the library. They covered books, cut out plastic for readying books for covering, updated catalogue records, helped with signage and reorganisation of the library. Without these helpers we would not be able to offer as many services to the students, and for this we are very grateful.

We have also had a number of student volunteers through the year who have helped with circulation, shelving, stamping, covering, and other odd jobs. Special thinks to these students who have also helped the library become a vibrant place for the whole community.

EVENTS

AUTHOR VISITS

This year we hosted Sherryl Clark (Australia) for years 1-5, and Deborah Ellis (Canada) for years 6 -9 at the school. The students enjoyed meeting these authors and learning more about the writing process.

Deborah Ellis was particularly engaging as she spoke of her experiences of researching for her books which are about young people in situations that are out of their control. Her visit tied in well with the year 9 unit - "Are they like us?" and the Year 6 unit of "Making a difference" her books are part of the class reading program in year 6 and secondary.

We also hosted the storyteller Bob Wilkins from the UK. to support the year 4 and year 1 units of storytelling. We engaged the students with tales from all over the world, using props such as puppets and even the students themselves to help tell the stories.

A few students from year 5-9 also had the opportunity to go on a visit to meet with Derek Landy and Darren Shan at the Man HK Literature Festival. Both these authors are very popular with our students.

BOOKWEEK

Bookweek this year was held from May 10-14th and celebrated with a number of activities.

The theme was "Heroes : There is one in every story" and everyone was encouraged to wear a badge for the whole week stating who their favourite literary hero was.

Another week long activity was the "freeze and read" where a signal was sent out over the loud speaker which told every one to freeze - where they would have to read a book for 10 minutes. This came at random times during the day.
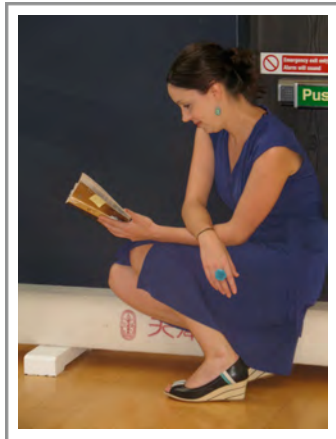
The innaugral Secondary Trivia Literature quiz was also held, where 5 house teams competed for the book vouchers on offer, over 80 questions were asked in 30 minutes and not many went unanswered.

Spine poetry was created and displayed - showing off some talent in making up fun short poetry from something as short as a title on a spine.
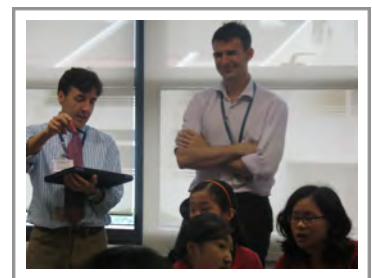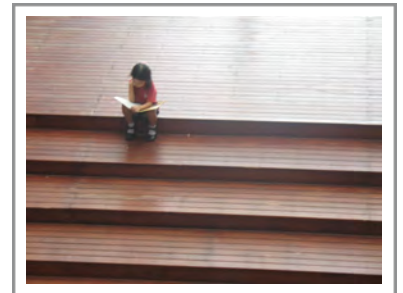

We also had a Paddyfield Book Fair where Paddyfield brought a selection from their catalogue and set up shop in the school foyer.

Gigi Lowe also held a book launch in the Theatre to promote her book she wrote "Somethings happened in Countrix" with proceeds from the sale of the book going toward Earthquake relief in China.

On the last day we celebrated our favourite literary heroes with a character parade which was well attended by both Primary and Secondary students and even a number of staff got into the spirit of the day.
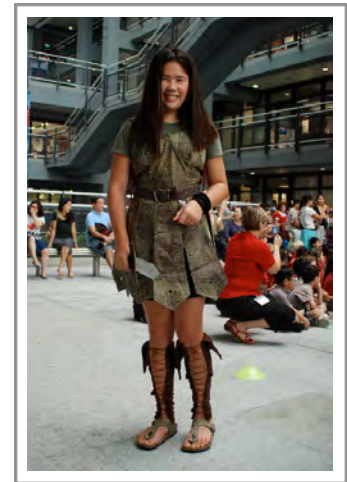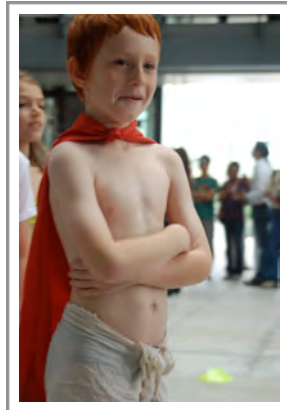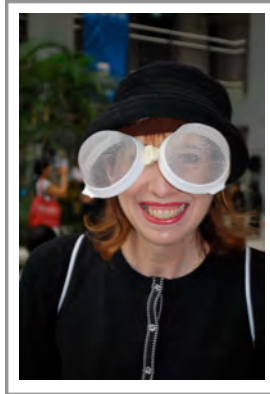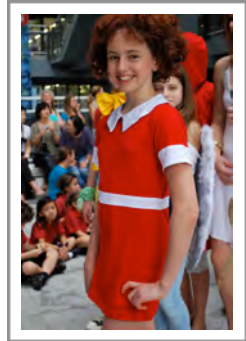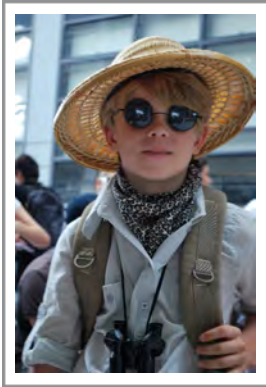
DISPLAYS

Displays we have held this year included : Before they were movies, Chinese New Year, Halloween , Christmas, Book Week. Poetry Month, Libraries are full of lovers, Deborah Ellis display.

A number of large art works and student projects were also displayed in the library throughout the year.
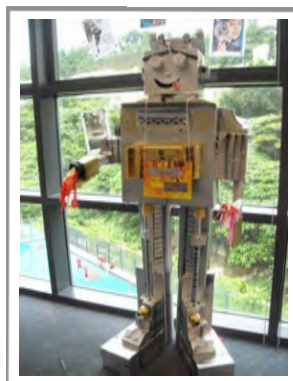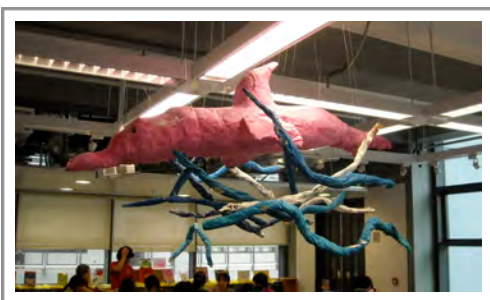
PROGRAMME DEVELOPMENT

A returns box was placed in the foyer of the school. This was very successful, however the structure was not very strong and it will need to be replaced next year.

Library staff were instrumental in organising all secondary students to apply for a HK Public Library card to access the library databases.

Student Library Assistants CCA - third term 2010.

All students and staff were taught how to use the OPAC to become independent searchers at school and at home.

All resources that are on order, but not yet received are now placed in the catalogue to ensure double ordering does not occur.

Policies and procedures manual started

Resource room moved, reorganised and weeded

Emailing overdue notices, set up reserve notification by email

Trialled stocktake using Oliver and the RFID technology - will do a full stocktake over the summer holidays.

Cleaned up catalogue records

Developed the library Moodle page - will be launched for next academic year.

Pictures of book covers being added to the OPAC to make it easier for students to identify resources.

Uploaded articles into the OPAC for ease of access for the students through a keyword search.

Conducted a time flow sheet for Library Assistants, found they were spending 30% of their time on circulation - looked into self checkout to release them from much of this job to get on with other things that are more proactive in programme development.

WHOLE SCHOOL CONTRIBUTION

Connie, Annie and Angela

• Attended primary sports day.

• Helped to train Library Assistants in a CCA.

• Helped students with printing problems throughout the year.

• Managed the loan of cameras and video cameras through the library.

Dianne :

• Attended Year 6 and year 8 camp, secondary sports day and swimming sports day.

• Contributed to the formation of the MYP Academic Honesty Policy, the student exit form.

• Attended excursions to Jewish Synagogue with year 9 and Crossroads, Kowloon Walled City with year 7.

• Helped run the Battle of the books CCA,

• Working with Digital Literacies Co-ord on a Digital and Information Literacy Curriculum map,

• Teacher mentor for Year 6 exhibition.

• Chaired the Staff social committee.

• Was part of the Combined Leadership team of Discovery College

STAFF PROFESSIONAL DEVELOPMENT

Dianne

Attended :

21st Century Learning conference HK. Sept. 2009. Was involved in two panel discussions one with other TL's about the role of the 21st Century library, and one on second life. 2 days.

IB Librarians Continuum Sydney October. 3 days.

Ross Todd workshop on Guided inquiry on November. 1 day.

Monthly ALESS Meetings : - Promoting reading, Information literacy, Library Policies, web 2.0, making the most of author visits, promoting the library and collaborating.

K-12 online conference - December 2009

Your school Library online conference, December 2009

ESF Librarians meeting to look at "Moodle and the school library"

Attended Moodle training at ESF centre

Kathy Short "Teaching Literacy through an inquiry perspective" April 2010

Took a personal Professional day to visit CDNIS May 2010

Presented :

Workshops on secondary CPD "Library - beyond the books" on databases, OPAC then did follow up sessions on Glogster and Netvibes resulting in a number of faculties adopting these tools in their teaching.

"Using the OPAC" workshop with Primary teachers

"Do author visits make a difference?" Screencast presentation for "Your school library" online conference June 2010.

"Copyright & Fair Use" secondary CPD. May 2010.

Published :

"Moving as fast as I can" Media Coach - The Netherlands. An education professional periodical.

Annie

Became proficient at using the Oliver Library Management System. (introduced in July 2009)

Attended Book Repair workshop in April 2010 (2 sessions)

Completed First Aid course

Learned how to use the school databases

Continues to learn more about how to use the Apple tools and programs.

Learned to use the RFID technology for stocktake.

Attend Dana Dukic Seminar "Integrating a digital library into the school virtual learning environment" HKU Space, June 2010

Connie

Became proficient at using the Oliver Library Management System. (introduced in July 2009)

Attended Book Repair workshop in April 2010 (2 sessions)

Learned how to use the school databases

Continues to learn more about how to use the Apple tools and programs.

Learned to use the RFID wand for stocktake.

Completed The Diploma of Library Assistant through the School of Continuing and Professional Studies, Chinese University.

Attend Dana Dukic Seminar "Integrating a digital library into the school virtual learning environment" HKU Space, June 2010

Angela

Became proficient at using the Oliver Library Management System. (introduced in July 2009)

Completed first aid course.

PLANS FOR 2010/2011

TL's of each division take on a great role in collaborative planning to ensure information literacy is embedded into the curriculum. Use the Digital and Information Literacy document to map skills across the classes, year groups and subject areas.

Implement a self checkout station along with developing students and staff advanced use of the OPAC.

To further develop "Ollie" the OPAC for the junior students. This was neglected in 2009 / 10 due to lack of time.

Start to incorporate websites into the OPAC along with data on articles we hold and investigate searching the database as well, so that students need only search in one place to find the information they need.

Allow secondary students to access the library through the 3rd floor with a Library assistant stationed on this floor.

To have a digital display going on the imacs as a screen saver as well as on a TV monitor in the library promoting books, library and school events

To develop the library site on Moodle with an ongoing blog, facebook community and experiment with microblogging. Develop the use of Goodreads across the secondary school, along with the use of the HK Public Library Databases and our own subscriptions. The Netvibes page will be split into Primary and Secondary to allow the links to be more specific to the needs of the users. Use a data tracker to monitor traffic to the library website.

Incorporate more shelving in the library to accommodate growth in the fiction, non fiction, chinese and magazine sections.

Run parent information sessions on how to access the OPAC, search, internet searching and access the school online resources.

The first stocktake will be undertaken at the end of the 2009/2010 academic year. This will help to clean up the catalogue further from the work being carried out throughout the year.

Offer more audio books through the purchase of Mp3 players for loan.

Promote the use of mobile apps to access information - such as Gales Accessmylibrary app.

Institute school wide and division wide reading programs - Such as "Around the world in 80 books" "Battle of the Books", "DC Readers Challenge".

Continue the Library Assistant training program in term 1 with new students. Have the Student library Assistants take on greater responsibilities in the library including displays, circulation, shelving.

Run a Lit Flick CCA for secondary students.

Have the library be a part of student led conferences throughout the school.

OVERALL COMMENTS

This year has been a year of consolidation of the systems and procedures that were set up last year.
The focus has been more on the student requirements, teaching of information literacy, promoting the online resources, establishing a reading culture in the school, and, a year for adjustments and making future plans.

Not all of the plans for this year were achieved, however most were and this is mainly due to the support of the library team and the staff at Discovery College who are embracing the library as an important place in the school to improve learning. Those plans which were not achieved will be prioritised for next year - these include parent education of the library resources, completion of the library users guide and creating the information literacy continuum across the whole school along with the other plans outlined previously.

The installment of Angela as a library assistant to help with procurement has been a great help for all staff in the school as the system has been streamlined with goodwill being established with vendors - leading to school accounts being set up with credit facilities.

We look forward to next year with the appointment of an additional Teacher Librarian to focus on the PYP , as well as a library assistant to replace Angela as she moves to the accounts office. Having two Teacher Librarians in the school will allow the library to be more equally supportive across the whole school, and allow for much better collaboration with teachers on the units of inquiry and having another library assistant will help to expand the services even more.

Thanks again to the school executive for the support they have given through the year and for the opportunities for professional development for the whole library team.

We look forward to another dynamic and busy year next year.

Dianne McKenzie
Head of Library
Discovery College