

Current **opening times** for:

- Years 7 to 11, when not in lessons
- Sixth form **silent** study
- Pre-booked classes

Monday: 8.50 a.m. to 3.55 p.m.

Tuesday to Friday: 8.30 a.m. to 3.55 p.m.

Sixth formers must leave for KS3/4 breaks.

Monday after school is for library clubs.

Check the notice board for the day's events.

Scheduled closures may occur.

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The **Library's team** comprises:

One full-time librarian, Ms S Derby.

One part-time library assistant, Mrs K Nurse.

Voluntary helpers including pupils /students.

Please send your comments and enquiries to:

library@saintcecilias.london

Thank you.



Books can be windows
to see life through.
Books can be mirrors
that reflect your life.
Books are just the
beginning.



A child who reads will
be an adult who thinks.
Books are just the
beginning.

The **Library** at **Saint Cecilia's** Church of England School ...

- *a calm, pleasant, purposeful place for reading and studying*
- *a great variety of books, and help choosing them*
- *good quality resources for private study*
- *computers, as available*
- *fun activities and after school clubs*
- *experienced staff to assist and supervise*



How to use the Library

You automatically become a member when you join school - just bring your smartcard to borrow books.

Borrowing is free, but damaged or lost books must be paid for.

You may borrow up to **3** books at a time. 'Super-readers' earn the right to borrow more.

The loan period is for **2** weeks, or **1** week.

You may renew your books just **1** time. You can do this yourself on a school computer, using *Eclipse*, our library software. You will lose points if you return books late or spoiled.

You can also use *Eclipse* to search for books, reserve books, and write reviews.

You will earn reward points for good library use.

Library computers

You may use the computers for study, research and legitimate school purposes only. Please be economical when printing and copying. Library staff will monitor use of computers to ensure fair sharing.



Practical tips

Remember to choose good quality sources of information; please ask for help!

Check your school email regularly.

Learn your log-on information, including your print code via Papercut.

Join in with our varied and enriching activities.

Come to school with everything you need; we are busy with library enquiries and can't be stationery suppliers, too!

Explore every corner of the Library to discover all its riches, and ask for help finding great reads!

Code of Conduct

The **Library** is a purposeful and calm place, for **reading for pleasure**, doing **private study** and **research**, and **learning and thinking**.

You are expected to...

- Visit with a clear aim of reading or studying.
- Treat the Library's books, resources, furniture and equipment with care.
- Speak quietly, using your 'library voice', and avoid disturbing others.
- Be mindful of the Home School Agreement.