

Opening Hours

Before School: 8.00am
Recess 1: 10.40 - 10.57am
Lunch: 11.57am-12.31pm
Recess 2: 1.31 - 1.48pm
After School: 2.45 – 3.05 pm
(Wed. - 4pm)

Library Staff

Mrs Pitt Teacher Librarian
Mrs Quinn Library Assistant
(Mon –Tues.)
Ms Priest Library Assistant
(Wed. - Fri.)

How many items may I borrow?



Years 7 – 10 3 items
Years 11 – 12 5 items

Accelerated Reading

The library has a large selection of books (Fiction and Non-fiction) for this literacy program.

(Look for a blue sticker spine label.)

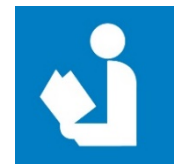


On- Line Resources

- **Accelerated Reading Quiz:** access through Sentral - Resources.
- **Clickview** is a collection of education video resources: available via the school network.
- **Encyclopaedia Britannica:** accessed on-line through the Oliver Enquiry Homepage.



CRANE BROOK HIGH SCHOOL LIBRARY



*Reading is dreaming with
open eyes...*



How do I borrow?

When you have chosen your books bring them to the circulation desk and the staff will help you.

You may borrow the items for 14 days. After this, you need to **return** them, or **renew** if you are not finished.

How do I return items?

The return slot is located at the circulation desk, facing the front door. Return all borrowed resources through front desk.

What happens if I don't return a book on time?

i)An overdue reminder notice given at roll call or assembly (ii) a text to your parents (iii) a phone call home. **The longer a book is overdue, the more likely it is to be lost.** See the Teacher-librarian about these items. Lost books are to be paid for at the front office, and a receipt brought to the library.

Computers

There are 50 computers in the library which students may use for school work.

On **Monday, Wednesday and Friday lunch** times PG games are permitted. Use headphones for sound.



Printing, Photocopying and Scanning

The library has a multi-function printer which prints, scans, and copies documents and pictures in B/W and colour. Refer to the library staff when you are ready to print as a **code** is required.

Printing/Copying Costs for Personal use

| | | |
|----|-----------------|---------------|
| A4 | 50c per page | Colour |
| A4 | 10c per page | Black & White |
| A3 | \$1.00 per page | Colour |
| A3 | 20c per page | Black & White |

Cardboard

| | |
|----|---------------|
| A4 | 20c per sheet |
| A2 | 70c per sheet |

Colour Paper

| | |
|----|---------------|
| A4 | 10c per sheet |
|----|---------------|

Laminating

| | |
|----|-----------------|
| A4 | \$1.00 per page |
|----|-----------------|

(No credit is offered)

Out of class library access

You need a **note from your teacher** to access library services during class time -- printing work, collecting cardboard, photocopying, AR quiz and borrowing books etc.

Other activities available

- Chess
- Scrabble
- Reading Club
- Reading Challenges
- Homework Club
- Senior Study
- Library Monitorship
- Tutoring



Types of Resources

| | |
|--------------------|----------------|
| Fiction | Non-Fiction |
| Senior/Junior Text | Magazines |
| Series | Graphic Novels |
| Manga | Biographies |
| DVDs (Yr9-) | Newspapers |
| Laptops | Ipads |