

TAPTEAL ELEMENTARY LIBRARY

Welcome to our Library!

Our library is located in the 'heart' of our school with the primary classrooms on one side and the intermediate on the other.

Students come to the library to do research, take AR tests, and of course, CHECK OUT BOOKS!

We have a good selection of fiction, both 'everyone' books and chapter books, and nonfiction books. We are always happy to receive any books in good condition to add to our library. We are also happy to get suggestions from parents, staff and students as to purchases to make for our library. So if you find a great book that we do not have please let the librarian know.

We also have online access, the Worldbook Online, and access to subscription databases including Netrekker, SIRS, and Proquest.

Tapteal Library Policies

The number of books that can be checked out varies by grade:

Kindergarten students can check out one paperback book.

First Grade students can check out one paperback or hardback book.

Second and Third Grade students can check out two books.

Third and Fourth Grade students can check out three books.

For all grades, additional books can be checked out for an educational reason.

All books are checked out for two weeks, and can be renewed for any reasonable length of time.

If a student has an overdue book, he/she cannot check out any additional books until the overdue book is returned, even if he/she has not reached their grade limit.

If a student has a damaged books or lost book, he/she cannot check out any additional books until the book is paid for or replaced. Students' records will not be released at the end of the year until the amount owed is taken care of.

PLEASE help your students to be responsible with their library books, which includes:

Keeping them in a safe place at home away from food, moisture, animals, and younger children.

Using a bookmark when saving a place in a book, rather than dog-earing a page, or worse yet, placing it face down.

Treating the books as you would a book that you borrowed from a friend, which means making sure your hands are clean when handling the book, and never coloring, drawing, or writing in a library book

With books costing around \$20.00 each, it is important that each library patron do their part to keep our books in good shape!

Tapteal Library Schedule

Every class has a 15 minute scheduled checkout time every week, and this is the day that we ask that your student return his/her library book. Library books can be returned anytime, however, and we have an 'open library' at the beginning and ending of every day to allow students to come in and return and checkout new books.

Classes also come to the library to learn how to:

- Use reference materials such as the dictionary, atlas, and almanac
- Basic research skills using online resources
- Computer programs such as Word, Powerpoint and Publisher
- Library book location skills
- Note taking
- Citations and bibliographies

We also try to do an author study with each class and sponsor at least one author visit each year.

We hold Scholastic bookfairs twice a year, in the fall and in the spring.

Links to MCL

Links to AR info and list