

# Cardamom Planters' Association College Pankajam Nagar, Bodinayakaur

CLISc – Study Material

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## Types and functions of Libraries – School Library

### School library

In most of the Indian Schools number of students are more, school education is text oriented. In India there are three kind of schools. They are primary school, Middle school, High school.

School authorities

1. State Govt through department of education
2. Local bodies (Panchayat, Municipal bodies, Corporation etc)
3. Government of India (Central schools)
4. Private bodies or individuals
5. Others

A school library plays an important role in helping the educational system to achieve its goals. The performance of students can be improved if the students use the library regularly. School library should be kept in open access, so that the school children can choose whatever they want.

### Resource Centre

School library collection includes books and magazines. Apart from this school library must acquire recorders, audio, video lectures in CDs, maps, scientific equipment. Newspaper for daily current affairs. General Knowledge Books are the main component for school libraries.

A school library must lead the children to the hub of activities. A student can use a school library for education, information, recreation, inspiration etc. Information for preparing scientific models for exhibition and writing essays for competitions are very important for students. School library should cater the needs for the above activities.

### Finance

Government schools will get financial support from Government for running school libraries. Recognized private schools financial assistance from Government.

School Library collection

- Books for education
- Reference books

- Newspapers, Weeklies and other magazines
- Audio – Video Materials
- Collection of maps and atlases

School library collection should contain multiple copies, so that at least two students get one copy.

### **Objectives of School library**

- To provide information
- To teach the use of the library
- To encourage and assist the teachers to teach through library.
- To create reading interest among the students
- To assist the children to enjoy reading, to make profitable use of their leisure time.
- To provide guidance for the students in the use of books

### **Services of School Library**

- Display of materials and information
- Organization of story hours, book talks, book debates, essay competition, quiz etc.
- Library orientation of a freshman.
- Reader advisory service
- Circulation of materials
- Assistance in search and location of materials
- Assistance in the use of reference books
- Provision of information on request
- Maintenance of vertical files containing pamphlets, prospectus, reports and press clippings.
- Organization of book exhibitions
- Display of newspaper clippings
- Display of list of new books received
- Orientation program to students about how to use the library effectively
- Organize story hours for small children.

School librarian should give due attention to the requirement of teachers. The teachers should think the extensive use of the library. Librarian play an important role in cultivating reading habit among the school children.

### **Conclusion**

The success of any educational system should be judged on the basis of how far it is succeeded in cultivating reading habit among children. Even if the child not complete higher education still he should be able to form a habit of lifelong habit of reading. In this regard a special responsibility rest on school librarians and teachers.

### **Reference**

1. Library Manual, Krishan Kumar, Vikas Publishing