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**OUR LADY & ST. BEDE**  
CATHOLIC ACADEMY

Head Teacher: M Wilkinson  
CEO: M Shorten M.Ed., BA (Hons)  
Chair of Directors: Y Coates

Dear Parent/Guardian,

This academic year, we are relaunching DEAR (Drop Everything and Read) time to ensure our pupils have a moment to take a break from curriculum learning to enjoy reading for pleasure. To guide our pupils to make an informed choice, we will be facilitating an opportunity for each pupil to borrow a book from our school library. This will be a time for them to make an informed choice about their reading selection. The library at Our Lady and St Bede Catholic Academy operates in a similar way to a public lending library. Pupils are responsible for taking care of books they borrow.

A reading book is part of pupils' school equipment and should be brought to school every day. Pupils borrow books for a period of two weeks. Should they need it, an extension can be given when the book is brought into the library. We do not fine for late books but if a book is lost or damaged, then we will ask for a donation to replace the item.

Our school library is steadfastly growing with a large selection of new fiction titles that cater to a diverse range of ages and abilities, as well as an extensive non-fiction stock covering topics taught on the curriculum. When a pupil chooses a book from the library, we do our best to advise them on the suitability of their choice for reading ability and age appropriateness. We will endeavour to highlight any challenging content in Young Adult titles by means of a conversation at check-out. However, as we aim to cultivate a love of reading, ultimately the choice of book remains with the pupil. Please let us know if you wish for your child to opt out from borrowing books with mature content and themes via the following email [jawaidm@olsb.bhcet.org.uk](mailto:jawaidm@olsb.bhcet.org.uk)

There are plenty of opportunities for pupils to borrow and return books. The library is open every day before school, during break and lunch, and after school until 4pm every day (except on a Friday afternoon).

The library is also used as a reading and study area for homework and research. We have enrichment opportunities and events throughout the school year to promote a love of reading, please check out our *Reading Matters* monthly newsletter for more information.

Happy reading,

Ms. M Jawaid

Librarian  
Our Lady and St Bede Catholic Academy

