

How to take care of your library books

- 1 Always handle books with clean hands.
- 2 Never mark or write in library books.
- 3 Be careful turning pages so they won't tear.
- 4 Use a bookmark! Never dog-ear pages.
- 5 Keep library books away from food and drinks.
- 6 Keep library books safe from babies and pets.
- 7 Keep library books clean and dry.
- 8 Carry library books in a plastic bag or your book bag.
- 9 Return your library books on time so other students can enjoy them, too!





Meet Ms. Mohammed

Ms. Mohammed has been the Teacher-Librarian at Diefenbaker for six years. She has lived in Richmond for most of her life. Before teaching in Richmond, Ms. Mohammed taught kindergarten in a rural Indigenous community in northern Alberta. In her spare time, Ms. Mohammed likes to volunteer with various non-profit organizations in the community.

Ms. Mohammed loves serving as Diefenbaker's Teacher-Librarian and looks forward to getting students excited about reading, sharing, and using technology safe and meaningful ways.

Special Events

In the past the library has hosted events such as book fairs, author visits, and Readers' Choice Awards. Information about special reading events will be shared with families through email or on the school calendars.

Want to see what items you have checked out? Login to Destiny, our online catalog, and click on the My Info tab.

<https://search.follettsoftware.com/metasearch/ui/8786>

Username: student number

Password: last name

Want to find out more?

Check out the Diefenbaker School Library Catalogue.

<https://search.follettsoftware.com/metasearch/ui/8786>



Diefenbaker Library Learning Commons



Digital Resources

Diefenbaker students have access to a number of digital resources through our library catalogue.

Steps to accessing the digital resources:

- 1) Access the library catalogue through this link
<https://search.follettsoftware.com/metasearch/ui/8786>
- 2) Look for the Learning Resources section.
- 3) Click on the icon that says Digital Resources.
- 4) Enter in the username and password.
Username: 38diefie
Password: oval
Please **do not** share the username or password with anyone who is not a Diefenbaker student.
- 5) Click on Student (Elementary) or French Immersion.
- 6) Click on the icon that shows the resource that you would like to access.



Diefenbaker Library Learning Commons Policies

Checkouts

The Library Learning Commons (LLC) is open to students from 8:45-2:45 daily. Students will have the opportunity to renew and checkout books during their weekly scheduled class visits. Students may also exchange or renew their books during open library book exchange periods.

Please have a chat with your child about what types of books are suitable for your family. Students will be allowed to select books freely when they come to the library, just like when community members visit the public library. Sometimes students may check out books that are at higher or lower reading or interest levels than their actual grade level. Students are always welcome to exchange their books if they or their families feel uncomfortable with the content.

Number of Checkouts

Kindergarten → 1 book in terms 1 and 2
2 books in term 3

Grade 1 and 2 → 3 books

Grade 3 → 4 books

Grade 4 to Grade 7 → 5 books

Book Renewals

All library books may be kept for 1 week but may be renewed as needed to finish the book. The book must be brought to the library each week to be renewed.

*****Please do not sanitize, spray, or wipe library books. Even water will damage books.*****

Overdue Items

Items should be brought back to the library to be returned or renewed each week. If an item is not returned on time, a note will go be given to the student to remind them to return the overdue items. Fines are **NOT** charged for **overdue items**. However, students may not check out any more items until the overdue items are returned. Items that have not been returned for over 30 days will be marked as lost and a fine will be charged. The fine will be canceled after the books are returned in good condition.

Lost and Damaged Items

Fines will be charged for lost or significantly damaged items so that we can purchase replacement books for our library. Students will be asked to take a note home to notify families about the fine. Students may not check out any items until their fines have been cleared. Please let Ms. Mohammed know if there are extenuating circumstances.

*****Students are responsible for the items checked out in their name. Following book care guidelines will help avoid fines and keep our library collection available to everyone. Thank you for taking care of the books the library books*****