



Stockport School

LIBRARY/LRC ANNUAL REPORT

2022-23

D Godrich, Librarian/LRC Manager
BA (Hons) DipIM MCILIP

Name of School:

Stockport School

Part A - Profile of the school:

Type of School: Secondary Comprehensive

Profile of Students:

Age Range of Students: 11 – 16

Number on Roll: 1282

By Gender: Male: 651 Female: 631

By EAL: 80

Part B - Profile of the Library:

Library Staffing:

Job Title and Role: Librarian/LRC Manager

The role of the Librarian/LRC Manager combines two strands of managing and developing the Library as a resource and the management of the entire LRC space, including supervising the learning and extended school activities that take place with the LRC such as the before and after school homework clubs. The roles main purpose is to manage, develop and promote the school library in line with the objectives of the school; develop a whole school Reading for Pleasure strategy; develop, acquire and promote resources which will support Reading for Pleasure, teaching, learning and enrichment and oversee, supervise and support students in their independent learning in the LRC during class and social times.

Qualifications and Training: Debra Godrich BA (Hons) DipIM MCILIP

First degree in Social Sciences specialising in Social Policy.

Post-graduate diploma in Information Management.

Chartered Member of the Chartered Institute of Librarians and Information Professionals since 1999.

Links between Library staff and teaching staff:

Links with English department: Support provided for teaching staff during Literacy Lessons for Years 7 and 8 – discussing reading progress and encouraging reader development as part of the Accelerated Reader Programme; assisting in the Star Reading Tests at the beginning of each term; administering the AR programme through production of termly and annual reports. Working with Miss Ormerod on Form Readers. Working with Mrs Cawthorne on activities for World Book Day. Acting as Head Judge for the Year 8 Oracy competition.

Links with Pastoral: Share information with all Heads of Year regarding overdue library books and library initiatives which they publicise during form and assembly time. Share 100% Quiz information to inform house points with Mr Rough. Working with form tutors to support reluctant readers at form reading time. Working with Miss Ormerod on Form Time Readers initiative to help develop fluency and comprehension. Enrichment offer over last year: Student Librarian Training, Quiz Team and Craft Club.

Links with Maths: Formed links with Directors of Subject in order to inform non-fiction resource buys to aid in delivering curriculum topics – creating Maths Readers.

Links with Stripes lead: working with LGBT+ group to support LGBT+ students in school, sharing information and resources with the Library acting as a safe space.

Links with SEN department: The Library is used daily for SEN briefing as well as space for KS3 form time reading intervention; repository of laptops and Alphasmarts for students who require assistive technology.

Links with other teaching staff: Staff involvement in Harry Potter House Quiz. Working alongside Director of Careers and Aspiration as the Library is the repository for Career Development information and college prospectuses and the library space is used for careers events such as apprenticeship applications, college applications, careers talks and mock interviews. Working with Mr Warren, Senior Deputy Head, on delivery of SEAL/Literacy form time programme – identifying texts on themes for reading and written responses

INSET provided by Library staff to school colleagues: None this year as programmed in for INSET and staff CPD sessions next academic year.

Access:

Number of hours open to users per week – class time: 26 hours

Number of hours open to users per week – non-teaching time: 10.75 hours

Number of non-ICT seats available: 60

Number of ICT work stations available: 28

Number of Library staff on duty at any time: 1

Average Ratio of Library staff to students – class time: 1:30

Ratio of Library staff to students – non-teaching time: up to 1:50

Funding (last year's figures in brackets):

Library total budget in this current financial year: £3000 (£2900)

Total budget per student during this current year: £2.34 (£2.26)

Funding allocated by the school: £3000

% of budget spent this year on: (April 22-March 23: estimated based on Finance Budget Reports)

Books: Fiction: 13.8% (6.4%)

Non-fiction: 0.0% (6.8%)

Reference: 0%

Library Management System: 39.2% (40.6%)

School Library Association Subscription: 3% (3.2%)

Other: Library Led Events including author visit and prizes: 18% (3.1%)

Library Equipment/Stationery: 7.5% (9.7%)

Resources:

Total number of books: 3571 (3279)

Total number of fiction books: 3308 (3001)

Total number of non-fiction books: 263 (278)

{CILIP Guidelines for stock: 13 items per pupil therefore a school with 1282 pupils should have 16,666 stock items. 10% of stock should be replenished on an annual basis.}

Total % over 10 years old: 14.3% (13.6%) (date added to stock not date published)

Total % over 5 years old: 40% (42.5%) (majority are F)

Number of computers: 28 static PCs and 30 loanable laptops (for class use)

Number with internet access: 58

Library resources held elsewhere in the school: Each form room has a class set for form time readers; 9Goldsworthy has a box of mixed ability books for form time reading; small collection in INTEX

Links with Careers Department resources: Used as repository for all college prospectuses and career information guides. Liaise with Director of Careers and Aspiration.

Use (last year's figures in brackets):

% of teaching staff who actively use the LRC and Library resources: 28.3% (28.3%)

% of time LRC is booked for lessons that make use of Library resources: 63.5% (63.5%)

% of time the LRC ICT workstations are used for subject use: 58% (58%)

Average number of users per day: 83.2 (66)

Study students per day: 20 (54)

Daily average number of after school users as part of informal or formal homework club: 10 (6)

Daily average number of before school users: 10 (8)

How many students currently have an item on loan: 492 (452)

How many items are currently overdue: 169 (100)

Total number of items loaned over past 6 months: 2562 (2064)

Total number of items loaned over past 12 months: 4086 (3888)

% of students could be classed as non-users? 9.7% (mainly Year 9) (42%) (mainly Year 10 & 11)

Support offered to exam classes: Revision sessions on 2 lunch times scheduled in the Library since September; revision skills worksheets; study materials and resources on display from October half term; revision guides for reference; wellbeing resources also available; mind map and spider map blanks; revision timetable blanks.

Library extra-curricular activities: Homework club before and after school every day (except Wednesday); National Reading Champions Quiz Team training (February onwards); Craft Club (May onwards); Student Librarian Training (September onwards).

Library activities over this last academic year: Reading Game (Year 8 Literacy lessons – September); Library Inductions (Year 7 & 8 during Literacy lessons – September); Bookbuzz (Year 7 Literacy Lessons – September); Summer Reading Challenge Book Review Display (September); Who Writes Like posters – Reader Development (September); Open Evening Activities – Book in a Box, Scrabble, Colouring in, Year 7 Reading Lists (October); Exam Help and Revision Skills resources, well-being resources to aid mock exam preparation (November); Christmas Quizzes (KS3 in Literacy/English lessons – December); Christmas Activities – Elf on the Shelf, Guess The Number of Reindeer Poo in the Jar, Word Searches and Colouring In Sheets (December); Great Harry Potter House Quiz (International Harry Potter Night – February); World Book Day Events – Big Booky Quiz (March); Easter Activities – Who Kidnapped The Easter Bunny? Treasure Hunt, Guess The Number of Mini Eggs in the Jar; Word Searches and Colouring in Sheets (March/April); KS3 Reading Survey (April/May); Reading Well on Prescription book display, mental health awareness information board, well-being activity sheets (Mental Health Awareness Week – May); Exam Preparation display – books and information board (May); PRIDE month display – LGBT+ book display, library decoration (June); Staff Summer Reading Challenge (July); Parents Engagement Evening – Presentation, Year 6/7 transition reading list prepared, Booktalk and Bookbuzz information (July); Staff Reading Survey (July); Quiz for Year 7 & 8 (Last literacy lessons – July); Stocktake and library clear up (July/Aug).

Outline any information skills or reader development programmes undertaken: Creation of a whole school community reading strategy - working with teaching staff to improve knowledge of children's literature and reading habits, I Am Currently Reading posters and email signatures.

Promotions and Displays:

Does the Library feature in the school's prospectus and various other curriculum information handouts? Photographs taken in Library for new prospectus and promotional material – thought Librarian not photographed but English teacher and students.

Does the Library feature on the school's website? Yes – the library has its own page on the school website and it is updated whenever the Librarian has new information for it. Twitter and Facebook are used to advertise upcoming events. Events and activities are reviewed and promoted in Sails and Oars.

Do Library staff attend Open Evenings and curriculum meetings? The Librarian/LRC Manager attended Open Evening and has been involved in English departmental meetings when asked. She is part of the Literacy Group and attends meetings. She is the lead on the Reading for Pleasure strand of the school Literacy focus – having begun to develop a whole school reading strategy. She doesn't routinely attend curriculum meetings but if she wanted to discuss curriculum development with a department she could request to attend.

How many different curriculum-based displays have been organised in the Library over the last academic year? The Library itself has limited display space with one large noticeboard used for 100% AR Quizzers for the whole year. The Library doors in LRC 3 doors have been used for displays for Black History Month and Remembrance Day as well as the Exam Help/Mental Wellbeing and most recently PRIDE Month. The display boards in LRC1 and on the corridor are for Library information and rotating displays. No displays were specifically linked to the curriculum but with links developing across the school, more displays will be targeted to curriculum topics in the coming years.

Support:

Line Management structure/appraisal system etc.: Line Manager is an Assistant Headteacher: Aspiration, Creativity and Progression. Appraisals take place in November when targets for the year are decided: a personal, a departmental and a school wide target. These should be reviewed May.

Support obtained from the School Library Association: Guidelines and publications from SLA are a very good source of information. Webinars attended since September include: Funding Your School Library; Writing Your Annual Report; Every Child Can Be A Reader; Graphic Novels in the Classroom.

Support from other information services such as public libraries etc.: As still relatively new in post this avenue for support has yet to be explored. There are a number of local public libraries as well as Stockport Central Library to potentially establish links. Did attempt to follow up a link regarding mental health resources but had no reply from contact.

Links with partner primary school staff as part of induction strategies: Again, as a new member of staff this has not been explored yet but as I have a few years' experience of establishing links with partner primaries, I look forward to investigating areas for collaboration with our main partners in the coming years.

Links with neighbouring school Library staff: Already link established with School Librarian Nikki Heath from Manchester Grammar School; member of the School Librarians Network – online support and information group; member of School Librarians Association Manchester Branch committee

Links with neighbouring FE, HE and university libraries for reference and induction programmes: Aim to work with the Director of Careers and Aspiration to develop links that will be beneficial to our students once the leave Stockport School.

Plans for 2023-24

- Calendar of planned events/activities/themes that is shared with Line Manager, English Department and Pastoral
- Annual Stocktake in July/August
- Book sale – ongoing of discarded stock
- Regular submissions to Sails and Oars (New Books) & big screen advertising
- Kev Sutherland Visit – November – selection of participants from September
- Stockport School Book Awards – internal book awards (January onwards)
- Library Development Plan (September 2023)
- Collection Development Plan (September 2023)
- Work towards CILIP stock guidelines (establish figures in September)
- Tales and Teapots – staff evening – October 2023 (postponed from July 2023 due to strike action)
- Write a Library Policy (submit to Line Manager before October 2023)
- Working more closely with Departmental Independent Literacy Leads
- Increase reader development initiatives – reading lists, Who Writes Like posters, Read Around the Topic leaflets
- Harry Potter Quiz rematch – October 2023 (new International Harry Potter date)
- Networking visits to Manchester Grammar School and other local secondary schools
- Achieve revalidation of Chartership
- Reading for Pleasure Strategy development & staff CPD

Librarian's Comments

This has been another very fast and furious year. I feel that I have established myself in this role and have extended the reach of the Library beyond its four walls.

The Library is very well supported and events/activities are well attended. The Harry Potter quiz was again well attended. The rematch has been set for Harry Potter Day in October. One of the student participants was in Year 11 and asked if she could come back as part of an alumni team. The World Book Day activities were another example of well supported and attended events. I worked closely with Mrs Cawthorne on this and all events for the day took place in the LRC.

We had a couple of visits this year. Kev Sutherland came in to work with KS3 students in a series of workshops to create their own comic books. He even conducted a meet and greet during lunch with interested KS4 students. He will be making a return visit in November in the coming year. We also had a virtual visit from Nicola Morgan organised by Mrs Barber, as Nicola used some of our students for research in her new book a few years ago. She came in to talk to a specially invited audience of Year 7 students on the importance of sleep for the brain. They each were given a copy of her book too – as supplied by Matt Williamson.

With regards to stock, I worked hard in selecting relevant stock for this year, working towards the SLA Stock Guidelines for a library in a school of this size. However, overdues are still a major problem, especially with groups who don't have regular timetabled lessons in the library. This issue will be addressed next year. Some work is required on weeding the collection as a whole as there are currently a great number of duplicates as well as stock that has never been issued. At the moment the duplicates are stored on the shelves in LRC2. A strategic stock maintenance and development plan is required for next year to ensure that the collection is hard working and is relevant to the current student cohorts. I will develop that as a priority once the new year has started following collection development guidelines set down by my professional bodies. I also intend to write a Library Policy that will inform staff, SLT, Governors and parents/carers on the remit of the Library/LRC, its services and its expectations. Again, this will be developed within the guidelines set down by my professional bodies – CILIP and the School Library Association.

Student librarians for the coming year have already been selected and training will start in September. Many of the current librarians are currently in Year 10 so are relinquishing their duties to concentrate on their exams so I have recruited a larger number than I normally would to compensated for those Year 10 departures.

This year I feel I have really flourished in this role and hope that the Library has also flourished as a safe, quiet yet inspirational and motivating space. The new furniture that will be added over the holidays should help develop the reading culture that I am working hard to achieve. I have worked with a few curriculum departments including English, Maths and Science this year and hope to extend the number of collaborations over the next year. I have also dedicated the last few months of the year to creating a whole school reading for pleasure strategy and have been working closely with Rob Clifford, Gemma Ormerod and Belinda Schofield in bringing the ideals of the strategy into the school culture. I am at the beginning of this journey and I can see it is going to be a very exciting one.