SCHOOL LIBRARY COLLECTION DEVELOPMENT

Scope

This policy applies to all school libraries under the jurisdiction of the Cape Breton Victoria Regional School Board.

Purpose

To provide an organized and readily accessible collection of print and non-print materials to meet educational, instructional, and individual needs of all students and staff.

Policy Statement

The Cape Breton Victoria Regional School Board recognizes that the school library collection is an integral part of the school program which provides students access to a wide range and variety of resources which complement and enrich the curriculum and reflect our diverse culture.

Cross Reference

Public School Program  
CBVRSB Mission Statement  
Learning for Life II  
Strategic Plan  
Business Plan  
Canadian Library Association Statement on Intellectual Freedom (1985 Amendment)  
Bias Evaluation Form (Department of Education)

Authorization

This policy has been authorized by the Board under motions number 2012-04-41.
Responsibility

It is the responsibility of the Director of Programs & Student Services to ensure that this policy and administrative procedures are implemented.

Implementation

The Coordinator of Programs Services P-6 will implement the policy and administrative procedures.

Procedures

The following criteria shall be used as they apply:

1. Materials and information shall support, and be consistent with, the vision of the Cape Breton Victoria Regional School Board, the mission of the School Library Program and the Nova Scotia Department of Education curriculum outcomes.

2. Materials and information shall meet high standards of quality in content and presentation.

3. Materials and information shall be age appropriate, shall consider the emotional and social development and reflect the ability level of the students for whom the materials are selected.

4. Materials and information shall be considered for their aesthetic, literary or social value.

5. Materials and information shall be chosen to foster respect and to realistically represent our diverse society.

6. Materials and information shall be selected for their strengths.

7. The selection of materials and information on controversial issues shall be directed toward maintaining a balanced collection representing our diverse society.

8. Any issues/challenges must be addressed with the completion of the “Challenged Materials Form."

9. Any challenges will be brought through the school principal to the attention of the Director of Programs and Student Services, the Coordinator of Programs Services P-6, the Board Library Consultant and a designated representative from the Board Library Committee. This group will review the challenge and make a recommendation based on the review and policy here within.
Associated Forms

Challenged Materials Form

Policy Review

This policy will be reviewed by Director of Programs and Student Services within three years from the authorization date.

Distribution

All Policy Manual Holders
Board Library Committee Members
Board Library Technicians
CBVRSB Website

FORM A: CHALLENGED MATERIAL
REQUEST FOR CONSIDERATION (Attach extra pages if needed to complete statements)

Author, composer, producer, artist, other: ____________________________________________________
Title __________________________________________________________________________________
Publisher (if known) ______________________________________________________________________
Request initiated by ________________________________________________________________________
Telephone __________________ Address __________________________________________________________
Email ______________________________________________________________________________________

1. State your objection to this work. Please be specific; cite exact parts:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

2. Is there any aesthetic, literary, or social value in this work?
________________________________________________________________________________________

3. What do you feel might be the result of reading, viewing, or listening to this work?
________________________________________________________________________________________

4. For what age group would you recommend this work? _________________________________

5. Did you read, view, or listen to the entire work? ______________________________

6. Are you aware of the judgment of this work by critics? __________________________

7. Are you aware of the student’s purpose in using this work? ______________________

8. What do you believe is the theme or purpose of this work? __________________________

9. What would you suggest the Cape Breton Victoria Regional School Board do about this work?
   _____ Do not assign or recommend it to my child
   _____ Withdraw it from all students (pending re-evaluation)
   _____ Request re-evaluation by CBVRSB Program Team

10. What work of equal value would you recommend that would convey a similar perspective?
    ______________________________________________________________________________________

Signature of Complainant __________________________ Date: __________________________