

Sixth Form Library Code of Conduct

We want you to **enjoy** and **benefit** from your time spent in the library and would ask you to please follow this code of conduct:

The library is a working and not a social space. We do not expect you to be silent all of the time, but please keep noise levels acceptable, so as not to disturb others. If you are working in the silent study spaces or are using the Library during a lesson, we will expect silence.



- **DO** treat the Library as a working and not a social space
- **DO** respect the Library staff and other users
- **DO** ask the Library Team for help
- **DO** talk quietly
- **DO** return any items borrowed and put any rubbish in the bins provided



- **DO NOT** use phones, unless you are accessing work
- **DO NOT** eat and drink (other than water)

We operate a two strikes and you are out policy. If the Library staff need to speak to you more than twice about your conduct, you will be asked to leave. You will then, not be able to access the Library for a minimum of two days.

Mr. Bates—Library Manager— September 2021



Finham Park School
Library
A Sixth Form Guide

Welcome to FPS Library

The Library supports you in your studies. It provides a quiet place for private study and access to essential books, online resources and promotes a reading for pleasure culture.

The Library Team are always happy to help you locate book resources and assist with online research.

Library Opening Times

MONDAY 08.00—16.30

TUESDAY 08.00—16.30

WEDNESDAY 08.00—16.00

THURSDAY 08.00—16.00

FRIDAY 08.00—15.00*

*CLOSED After school

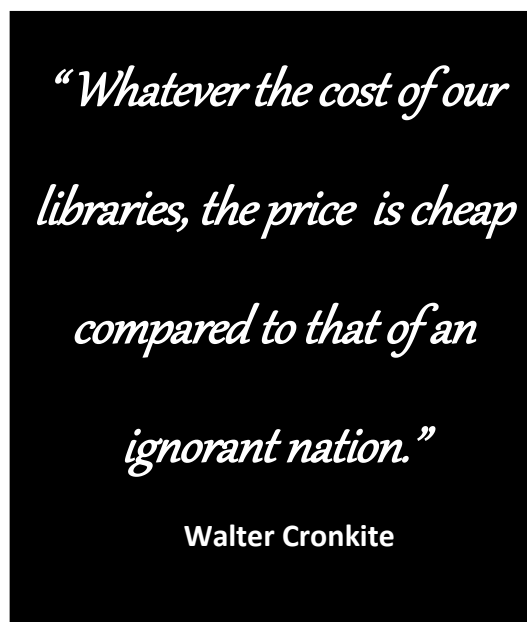
The Library Team

Mr. Bates—Library Manager

Mrs. Hogg—Library Assistant

Library Users

Sixth Form students have access to the library throughout the school day. However, you are not the only users and must be mindful of other people and behave accordingly. The Library is also used for teaching, during which times, there will be a restriction on the number of sixth form students allowed to enter the library. The library may be full, or occasionally closed. If this is the case, a sign will be put on the door. **Please take note of this or any other information before you enter.**



What can YOUR Library offer you?

- Over 15000 books, both fiction and non-fiction. Fiction books are shelved within genre and alphabetically by author. Non-fiction resources include text books and revision guides to help and support your learning. Non-fiction books are shelved in number order using the Dewey Classification System. The Library catalogue is available through Frog. But remember, the Library staff are also here to assist you find items and help in any other way.
- A-Level subject review magazines
- A-Level text books
- DVD's
- Daily newspapers, magazines and comics
- Student PC's and laptops

