




# Running your Primary School Library

A half day course to give an overview of the day-to-day running of a school library  
in a First, Primary or Middle school



## Highlights of the course include:

-  Overview of what makes a good library.
-  Care and repair of books.
-  Organising fiction and non-fiction, including cataloguing on computer.



Ideal for  
Classroom/Resource  
Assistants new to  
running a school  
library. Also suitable  
for Volunteer helpers.

<b>The venue:</b>	<b>Nightingale Centre</b>
<b>The Date and Time:</b>	<b>Wednesday March 5th, 2008</b> <b>9.15 a.m. – 12.15 p.m.</b>
<b>The Cost:</b>	<b>£50.00 per participant</b>

**For further information, please contact Robin Gregory on 01603 222265**

To reserve a place on this course please complete this slip and return by **20th February, 2008** to Jackie Moore, Norfolk School Library Service, County Hall, Martineau Lane, Norwich, NR1 2UA

I wish to reserve ..... Place(s) on the **Running your Primary School Library** course.

Name(s) of participants .....

School/Library .....

Signed.....

Date .....

NORFOLK SCHOOL LIBRARY SERVICE, County Hall, Martineau Lane, Norwich, NR1 2UA  
Telephone 01603 222265/222264, FAX 01603 222264, e-mail school.library.service@norfolk.gov.uk