



Forest Park Library Media Center

2021-2022 Covid 19 Ready to Learn Plan

The Forest Park Library Media Center (FP LMC) is committed to providing our students with a safe environment for borrowing library books and conducting information literacy lessons. Despite the unconventional school setting, our mission remains the same! The FP LMC provides a nurturing environment that promotes the love of reading and life-long learning while maintaining a collection that suits the technological, informational, and recreational needs of all our patrons! To stay true to our mission and to keep our patrons safe, new procedures have been implemented in our library program.

FP LMC Safety Guidelines:

Library books will be quarantined for four days upon return. Library books will then be shelved and circulated back into the library collection for student/staff check-out.

Students MUST:

- Wear masks when entering the library.
- Use library provided hand sanitizer upon entering.
- Follow the social distancing markers on the floor.
- Request a teacher to call the library to ensure capacity allows for students to free flow on their unassigned library day. Capacity is 5 students.

Students will NOT:

- Use shelf markers. Students will place unwanted books on designated book cart. The librarian/clerk will sanitize the unwanted books with a disinfectant wipe and re-shelve.
- Check themselves out. The librarian/clerk will check out students to minimize the spread of germs. Students will share their library number with the librarian/clerk. The librarian/clerk will scan the book or books to finish the check-out process.
- Use the library computers for testing, researching, or searching the OPAC. OPAC searches can be done prior to entering the library on their Chromebook using the Destiny Discovery FP LMC Patron Catalog icon on the Forest Park Symbaloo Page.
- Participate in makerspace activities to eliminate the possibility of exposure from shared equipment and manipulatives.

Library Program Information:

The Library Media Specialist (LMS) will conduct information literacy lessons in the library each week. Students will participate in quarterly STAR assessments to identify reading levels and reading growth. Students will also participate in the Accelerated Reader Incentive Program both at home and in school to encourage reading practice and to cultivate strong readers.

- Teachers will escort their class to the library during their scheduled library times each week for information literacy lessons. Mrs. Graves will conduct information literacy lessons. Lessons will also be available on Schoology to accommodate schedule changes. Students will be seated 3 feet apart. Ms. Jimerson will conduct small group checkout in rotations of 4 students following the information literacy lessons. Second – Fifth Grade Students will be sent back to class upon checkout completion. Kindergarten and First Grade Students will be escorted back to class.
- Teachers may schedule a free flow time with the librarian/clerk using the FP LMC Master Schedule. Capacity is 5 students at a time.
- Library Book Requests will be offered to order books from the library media center. Library Book Requests must be submitted the day before students' library day. Students will search for books using the Destiny Discovery FP LMC Patron Catalog in their Classlink launchpad. Students will request books by sending a message to the librarian, Mrs. Graves, through Schoology or through the FP LMC Patron Catalog reservation system.
- The librarian/clerk will remove ordered books from the shelf for students, so they are ready to be picked up on their assigned library day or during scheduled free flow. Students will return their books during their weekly scheduled information literacy lesson days. Returned books will be quarantined for 4 days. ***It is important students request multiple titles in case their first request is unavailable due to quarantine.***
- Students must return books before they will be able to check out more books. K-1 students may check out one book at a time. 2-5 students may check out two books at a time.
- Digital Libraries (Tumblebooks, Pebble Books, myON, ABDO, Capstone, Epic) for eBook checkout are available on the Forest Park Symbaloo Page. Students may also check-out eBooks from the Central Arkansas Library System (CALIS) Tech Cards using Libby and Overdrive Digital Libraries.
- ***Students who still have books out from last year will not be able to get a new book until the overdue book is returned or replaced.***

*Please note, this plan is subject to change per district, state, and/or national recommendations. Remember, **READING** is so very important! Encourage good reading habits! Read at least an hour a day!*

