

**Making the most of your Book Bus visit**

**A guide for primary and special schools in Cumbria**



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Look out for our Reading for Pleasure

**“SPOTLIGHT ON”**

Each term we will highlight a selection of fiction and non - fiction titles as recommended by our Primary Schools Team.

Library Services for Schools - Promoting Reading for Pleasure

## Before the visit we will...

- Send you a letter in advance to let you know when your visits are due
- E-mail a list of books on loan approximately 2 weeks before your visit to help you to gather together as many books as possible and a blank timetable to help you plan your visit
- Telephone you before the visit is due to remind you of the date and time we will be visiting

## Before the visit you should.....

- Consider nominating one person to coordinate the visit
- Complete our timetable (or use your own) to make sure that each class is allocated a time slot
- Let us have a copy of the timetable at the start of the visit so that we can help to make your visit run smoothly
- Please try to leave us enough space to park the Book Bus safely
- Let us know as soon as possible if you have to cancel your Book Bus visit. We will do our best to reschedule your visit but this may not always be possible

## During the visit we will.....

- Be happy to renew any books from previous visits if you would like to keep them for longer
- Exchange part, or all, of your allocation. Books are usually exchanged on a “one for one” basis
- Be happy to provide guidance if you or the children need any help

## During the visit you should.....

- Bring the children to choose books, they love the experience! We'll talk to them about the difference between fiction and non-fiction, how to choose books that are suitable for them in age and interest, care of books etc. Visiting the Book Bus is not only fun, it's also a learning experience!
- Ask each group to return all of the books that they would like to exchange to our member of staff before starting to select new books
- Have a member of staff stay with each group if possible
- Talk with the children about their choice. You may want them to think about whether others in the class would enjoy their selection as well

## After the visit.....

- A complete list of all books on loan to the school is available on request for your records

## After the visit you should....

- Enjoy your new books and we'll see you next time!

