



10 Reasons the iBrary is great...

1. It's a great place to study, complete home/coursework or revise.
2. We sell a wide variety of stationery, artistic materials and occasionally books too!
3. The iBrary provides resources you can use such as; colouring pens/pencils, card, scissors glue etc.
4. There is a huge range of books and e-books to choose from both in the iBrary and on our Eclipse website page.
5. There are many digital resource choices such as iPad's, Chrome Books or iMac's to benefit from using the school's WIFI facility.
6. In visiting the iBrary you can find out about interesting events, courses, clubs and competitions the take place all year round.
7. The iBrary often has events taking place such as author visits, book fairs, short media courses, poetry competitions and more!
8. Your teacher can book a lesson with us and make use of our spacious top floor, Apple TV and iLife apps using the iPad's.
9. The iBrary has many things to offer, such as magazines, graphic novels, you can borrow equipment (camera's, headphones) and use our printing facilities.
10. The iBrary is a cool and chilled out place to hang out at break times or before/after school either with friends or alone if you need to get your head down and finish some work!

Our iBrary is a fantastic resource which is open to all our students and staff to support and extend learning within in a welcoming space. The school has invested in this area for its young people and we are privileged to have it. The 10 reasons why the 'iBrary is great' highlight why we think it is fantastic resource. To ensure that everyone can enjoy and utilise the books/electronic equipment we expect all users to follow the iBrary Code of Conduct. All of the Welling School rules apply in the iBrary. These are written in your planners. The iBrary also has a special Code of Conduct which students must follow. This ensures that the iBrary is a pleasant environment for all members of the Welling School community.

The iBrary staff are there to manage the iBrary and help students/staff. Students are expected to respect the iBrary resources and demonstrate actions in the spirit of The Welling Ways. At all times students must follow the advice and instructions of staff. Should students not comply it could result in their membership and iBrary pass being suspended for a period of time.

Opening Times

Monday to Friday - 08.00 to 16.00

Extended Opening: Thursdays - 08.00 to 17.00 (16:00- 17.00 Club activities. Ask the iBrary staff for a copy of the activities)

The opening hours of the iBrary may change at times if a booking/lesson/school event has been arranged.

At times the iBrary becomes very busy and to maintain a safe space it maybe be necessary refuse access to students or reduce the amount of time students can spend in the iBrary to allow others to share the resources.

How can I join? Admission Arrangements

- All Welling school or 6th form partnership school students and staff can join. They can engage in private study or research.
- All students must have their iBrary card in order to loan a book or use an iPad/equipment.
- iBrary Cards are **not** transferable to other students.
- You will need an iBrary pass to gain entry to the iBrary. This is issued by the iBrary staff. iBrary passes can be suspended for a period of time if students do not follow the iBrary Code of Conduct or the Welling School rules.

Use of iBrary materials

- e-books

If you need help with e-books please do ask our iBrary staff.

Welling School use of 'Eclipse' to access our library of e-books. The Eclipse library system can be used with your iBrary card anytime, to borrow books.

Students or staff will need to log in to <https://eclipse.microlibrarian.net/?&site=U015612> using the number on their iBrary cards.

- Books

Students and staff can use their iBrary card to borrow books. Books are lent out for 2 weeks when they can be renewed by the iBrary staff. The iBrary staff will determine the number of books that can be taken out at one time.

- Books and iBrary equipment

Books and iBrary equipment/resources are there to be enjoyed by everyone. If you borrow the resources we will expect you to take care of it. If the book/equipment is damaged stolen/lost in any way the iBrary staff may suspend iBrary membership for a period of time.

iBrary - Code of Conduct

- Students should speak in a quiet 'indoor voices.'
- Students should sit in the chairs provided and walk in a calmly and orderly way around the iBrary.
- If you need help or can't find what you are looking for please ask the iBrary staff.
- Return books/equipment on time so others can enjoy them.
- Return books/equipment to their proper places so that the iBrary remains a pleasant environment for all users to enjoy.
- The use of portable computers/chrome books is permitted in the iBrary, provided that they are quiet in operation. Users of such equipment may be required to work in specified areas or to stop using a computer if iBrary staff feel it is distracting other users.
- Only water may be consumed in the iBrary, as long as this is from bottles with a sealable top and is not near electrical equipment. Food is not permitted in the iBrary at any time to keep the books/equipment clean.
- If the fire alarm is activated follow the instructions of the iBrary staff to evacuate safely from the building in an orderly way.