



# **School Library Service**

## **Primary School Training**

### **Programme**

#### **2019 - 2020**

**Address:** School Library Service HQ, Fareham Library, Osborn Road, Fareham, Hampshire, PO16 7EN  
**Telephone:** 01962 826 660 **Email:** [hq.sls@hants.gov.uk](mailto:hq.sls@hants.gov.uk)

## **Paid Training Course**

The programme of paid training courses for 2019/20 can be found in the table below, with further details of course content in the following pages.

All full day courses cost £130 for subscribing schools (£200 for non-subscribers). Half day courses cost £75 for subscribing schools (£100 for non-subscribers).

Please book your place on Hampshire County Council's Learning Management System. There is guidance on the Training pages of the School Library Service Moodle:

<https://sls.hias.hants.gov.uk>

### **Hampshire Maintained Schools**

All HCC maintained school staff will need to book onto courses via the '[Learning Zone Tile](#)'

### **Academies & Non-Hampshire Schools**

Academies, Non Hampshire Schools and School volunteers can access the new '[External Learning Zone](#)'

*NB: Cancellations made less than 8 days before a course will incur full payment charges.*

NAME OF COURSE	COURSE CODE	DATES
Managing your Primary School Library <b>HCC_CCBS_SLS_PRSK_02313CRS</b>	02313	Part 1 - 16 Oct 2019 Part 2 - 05 Feb 2020 Part 3 - 06 May 2020
Junior Librarian.Net & Reading Cloud <b>HCC_CCBS_SLS_PRSK_02316CRS</b>	02316	01 Oct 2019 22 Jan 2020 19 Jun 2020
Creative Displays <b>HCC_CCBS_SLS_PRSK_02314CRS</b>	02314	18 Jun 2020
Texts that Tempt <b>HCC_CCBS_SLS_PRSK_02320CRS</b>	02320	25 Nov 2019 (Farnborough) 21 Nov 2019 (Fareham) 21 Nov 2019 (South Ham) 21 Nov 2019 (Calmore)
Libresoft Training <b>HCC_CCBS_SLS_SLS_0843CRS</b>	01843	14 Nov 2019 11 Feb 2020 25 Jun 2020
Advanced dot Net Reporting and Analysis <b>HCC_CCBS_SLS_PRSK_02317CRS</b>	02317	12 Mar 2020
Reading Cloud for Educators <b>HCC_CCBS_SLS_PRSK_02318CRS</b>	02318	21 Nov 2019
iPad Training <b>HCC_CCBS_SLS_SLS_01842CRS</b>	01842	28 Nov 2019
Induction Training for New School Library Staff		Contact local base to book a place
Whole Staff Meetings		Contact local base to arrange

# MANAGING YOUR PRIMARY SCHOOL LIBRARY

Course Code: 02313

This course takes place over 3 half-days (1 per term) and will enable library staff to develop their skills and become more confident in managing their school library. The 3 days will allow staff time to try out their skills in school between sessions. The main activities will include:

- Library Routines
- How to manage stock more effectively
- Library organisation and how it can play a part in raising standards
- Using Junior Librarian as an integral part of library routines

School library staff will be better equipped:

- To undertake routines so that the library runs efficiently
- To make sure the library supports the needs of the school and its pupils

**Audience:** TAs/HTAs, Volunteers, Teaching staff

**Presenters:** School Library Service staff

<b>Dates:</b>	<b>Part 1</b>	<b>Wednesday 16th October 2019</b>	<b>9.00am – 12.00pm</b>
	<b>Part 2</b>	<b>Wednesday 5<sup>th</sup> February 2020</b>	<b>9.30am – 12.30pm</b>
	<b>Part 3</b>	<b>Wednesday 6<sup>th</sup> May 2020</b>	<b>9.30am – 12.30pm</b>

**Venue:** Wessex Room, Falcon House, Monarch Way, WINCHESTER SO22 5PL

**Cost:** SLS subscribers £225          Non-subscribers £300

**Delegates will be expected to attend all 3 half-days to complete the course.**

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the new booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

*NB Cancellations made less than 8 days before the course will incur full payment charges.*

# JUNIOR LIBRARIAN.NET & READING CLOUD TRAINING

**Course Code: 02316**

***Whole day workshop***

This course is taught in workshop style. Delegates will determine their own objectives with guidance from two members of staff from the School Library Service. The course will enable delegates to understand the wide range of uses for this library package and how to effectively implement the functionality in a school setting. The course is suitable for new or existing users of Junior Librarian.net and will include extra modules for those using the Reading Cloud interface.

## **Outcomes:**

- Delegates will achieve the objectives they have set in conjunction with the trainer
- Delegates will become more effective users of the system

## **Outline:**

At the start of the workshop, delegates will determine their own objectives. It is expected that the course will cover some of the following areas:

- Databases: resources, tutor groups, borrowers, current loans, past loans
- Reporting
- Using reviews
- Search function – for librarians, school staff and pupils
- Circulate, including Multi Issue and Return
- Scheduled tasks including Hambase & Discovery online
- Social Media and supplementary settings in Reading Cloud

## **Dates:**

<b>Tuesday 1<sup>st</sup> October 2019</b>	<b>9.30am – 3.30pm</b>
<b>Wednesday 22<sup>nd</sup> January 2020</b>	<b>9.30am – 3.30pm</b>
<b>Friday 19<sup>th</sup> June 2020</b>	<b>9.30am – 3.30pm</b>

**Venues:** **Wessex Room, Falcon House, Monarch Way, Winchester, SO22 5PL**

**Cost:** £130 (SLS Subscribers)      £200 (Non-subscribing Schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

*NB Cancellations made less than 8 days before the course will incur full payment charges.*

# CREATIVE DISPLAYS

**Course Code: 02314**

*Half day course*

## **An introduction to creating eye catching and effective library displays**

This half day course will provide you with practical display solutions for when you have limited space, less budget and even less time. From autumn through to the summer term, learn about quick, creative and crafty ideas to enhance and enliven your library and display space around the school to promote books and reading.

### **Areas covered will include:**

- Creating 3-D effect displays
- Using colour to catch the eye
- Learning how to use economically priced materials that can be used to enhance your display
- Creating themed book displays
- Quick and effective seasonal displays
- Practical workshops – your opportunity to put theory into practice

**Presenters:** School Library Service Staff

**Audience:** Primary and Secondary Librarians, Teachers, Literacy Co-ordinators and LSAs

**Date:** **Thursday 18<sup>th</sup> June 2020 9.30am – 12.30pm**

**Venue:** **South Ham Library, Paddock Road, Basingstoke, RG22 6QB**

**Cost:** £75 (SLS Subscribers)      £100 (Non-subscribing schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking:  
<https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

NB Cancellations made less than 8 days before the course will incur full payment charges.

# TEXTS THAT TEMPT \*

**Course Code: 02320**

Need help on where to start? The SLS has devised this two-hour course to introduce you to a range of resources aimed at Early Years up to Yr 6. It will include fiction, non-fiction and poetry linking texts to the curriculum as well as identifying books to read aloud, reading for greater depth, for pleasure and just for fun!

We would also encourage delegates to bring along a children's book they have particularly enjoyed, and which worked well in the classroom to discuss with the group.

Delegates will:

- Improve their knowledge of contemporary authors and titles
- Be able to select resources from the SLS centre
- Gain ideas of resources to encourage reading for pleasure
- Be more aware of the range of SLS services available to support them.

**Presenters:** School Library Service Staff

**Audience:** Primary school staff: teachers, English Managers, Librarians, Volunteers

**Date:** Each SLS centre in the autumn term

<b>Thursday 21<sup>st</sup> November 2019</b>	<b>3-5pm</b>	<b>(Fareham Library)</b>
<b>Thursday 21<sup>st</sup> November 2019</b>	<b>3-5pm</b>	<b>(South Ham Library)</b>
<b>Monday 25<sup>th</sup> November 2019</b>	<b>3-5pm</b>	<b>(Farnborough Library)</b>
<b>Thursday 21<sup>st</sup> November 2019</b>	<b>3-5pm</b>	<b>(Calmore Junior School)</b>

**Cost:** £40 for subscribing schools

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

NB Cancellations made less than 8 days before the course will incur full payment charges.

\* Cremin, T., & Myhill, D. (2019). *Creative writers as arts educators*. In *Oxford Research Encyclopedia of Education*. Oxford University Press. doi: <http://dx.doi.org/10.1093/acrefore/9780190264093.013.394>

Cremin, T and Moss, G. (2018) Editorial: Reading for pleasure: supporting reader engagement *Literacy* 52(2): 59-61.

Hempel-Jorgensen, A., Cremin, T., Harris D. and Chamberlain, L. (2018) Pedagogy for reading for pleasure in low socio-economic primary schools: beyond 'pedagogy of poverty'? *Literacy* 52 (2): 86-94

New research-informed professional website based on *Teachers as Readers: Building Communities of Readers* <https://researchrichpedagogies.org/research/reading-for-pleasure>

# LIBRESOFT LIBRARIAN TRAINING

**Course Code: 01843**

*Half day course*

This half day workshop provides supportive training on the Libresoft Librarian and Librarian+ library management software, to enable schools to get more effective use and value from this resource. The course will enable delegates to understand the wide range of uses for this library package and how to implement the functionality in a school setting.

The course is aimed at Library Managers, Library Assistants and teachers with library responsibilities at KS1, KS2 and KS3.

## Learning Outcomes

By the end of this course, you will:

- Confidently administer your Library Management System to enable the smooth running and management of your library.

## Additional Information

- Delegates should already have access to the Libresoft Library management System within their school.

**Venue:** Wessex Room, Falcon House, Monarch Way, Winchester, SO22 5PL

**Dates:** Thursday 14<sup>th</sup> November 2019                      9.30am – 12.30pm  
Tuesday 11<sup>th</sup> February 2020                      9:30am -12:30pm  
Thursday 25<sup>th</sup> June 200                      9:30am -12:30pm

**Cost:** £75 (SLS Subscribers)                      £100 (Non-subscribing Schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.



# ADVANCED DOT NET REPORTING AND ANALYSIS

**Course Code: 02317**

***Whole day workshop***

This one-day hands-on course is intended for experienced users of J.L.net Silverlight or Eclipse.net Silverlight, whether Hosted or Non-Hosted. Delegates will work either on their own school's hosted site or, in the case of a non-hosted school, on Hants SLS's demo site.

You will learn to exploit the powerful and sophisticated flexibility of Views. Views can be used to examine all aspects of your catalogue, to monitor borrowers' loan patterns, and to highlight curriculum and fiction resources to your borrowers.

The course will be taught by two members of staff from the School Library Service.

Delegates will need to know the url of their own site and have administrator rights.

## **Outcomes:**

- Delegates will learn to create and amend personalized Views
- Delegates will learn to interrogate databases to extract desired information

## **Outline:**

- Copy, create, amend and make default Views
- Understand Master/Item tables
- Refine Boolean searching
- Use Custom Fields
- Make Resource Views available for borrowers

**Venue:** Itchen Room, Falcon House, Monarch Way, Winchester, SO22 5PL

**Dates:** Thursday 12<sup>th</sup> March 2020 9.30am - 3.30pm

**Cost:** £130 (SLS Subscribers) £200 (Non-subscribing Schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

NB Cancellations made less than 8 days before the course will incur full payment charges.

# READING CLOUD FOR EDUCATORS

**Course Code: 02318**

*Half day course*

This course is aimed at practitioners who want to embed the library into the classroom by utilising existing IT devices with the schools Library Management System (Reading Cloud) to create engaging literacy lessons which are underpinned by the library. The half day session will include refreshments and will include the following:

- Creating book reviews in the classroom on Laptops, PC's or tablets as part of literacy lesson
- Creating video book reviews using tablet devices such as an iPad or iPod Touch
- Teach research skills by creating specific topic views and cataloguing other school resources, documents or websites as well as your libraries books
- Utilising the blogging facility in the Reading Cloud as part of a home work task or an interclass project to discuss a featured book
- Using the Social media functions in the Reading Cloud to teach e-safety by allowing your pupils to use the messaging functions
- A practical run through of the Reading Cloud's social media settings and tips on implementation across your school.

**Venue:** Wessex Room, Falcon House, Monarch Way, Winchester, SO22 5PL

**Dates:** Thursday 21<sup>st</sup> November 2019                      9.30am – 12.30pm

**Cost:** £75 (SLS Subscribers)                      £100 (Non-subscribing Schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

NB Cancellations made less than 8 days before the course will incur full payment charges.

# IPAD TRAINING COURSE

Course Code: 01842

*Half Day Course*

## Help! I have a classroom set of iPads - how can I use them?

This 3-hour course is a targeted session focused on helping teaching and library staff get more effective use and value from this expensive resource. Creative ways to use iPads in literacy lessons and in the library to support the curriculum will be explored by SLS staff experienced in utilising Apple devices in educational settings.

### Learning Outcomes

By the end of this course, you will:

- Have a greater awareness of how iPads can be utilised safely and effectively to support literacy
- Be aware of resources available through the iPads to support you in your work

**Venue:** Wessex Room, Falcon House, Monarch Way, Winchester, SO22 5PL

**Dates:** Thursday 28th November 2019      9.30am – 12.30pm

**Cost:** £75 (SLS Subscribers)      £100 (Non-subscribing Schools)

**Bookings:** All bookings for SLS training courses are administered through HCC's new Learning Administration Course. See guidance on our Moodle training page for instructions on booking: <https://sls.hias.hants.gov.uk>

If you have any problems with the booking process, please contact SLS HQ on 01962 826660 and we will be happy to help you.

NB Cancellations made less than 8 days before the course will incur full payment charges.

# INDUCTION TRAINING FOR NEW SCHOOL LIBRARY STAFF, TEACHER IN CHARGE OF THE LIBRARY OR LIBRARY VOLUNTEER

## An introduction to running a school library and making the most of the School Library Service

The induction session will provide you with the opportunity to have an introduction to making the most of the time you have in the library. Finding out about the full range of services available to the school from the School Library Service and how you can use the service effectively.

### Areas covered will include:

- Introduction to SLS staff and the Centre
- Borrowing and exchanging resources
- Advice on resources
- SLS training courses
- SLS Virtual Learning Environment (Moodle)
- Library Management Systems

**Presenter:** SLS Adviser and Lead Adviser

**Audience:** Primary and Secondary library staff, teachers, Literacy Co-ordinators and school library volunteers

**Date:**

<b>SES Base, Fareham Library</b>	
Tuesday 1 <sup>st</sup> October 2019	9.30 - 11.30am
Wednesday 22 <sup>nd</sup> January 2020	9.30 - 11.30am
Thursday 7 <sup>th</sup> May 2020	9.30 - 11.30am
<b>NOS Base, South Ham Library</b>	
Thursday 3 <sup>rd</sup> October 2019	9.30 - 11.30am
Thursday 16 <sup>th</sup> January 2020	9.30 - 11.30am
Thursday 30 <sup>th</sup> April 2020	9.30 - 11.30am
<b>NES Base, Farnborough Library</b>	
Thursday 3 <sup>rd</sup> October 2019	9.30 - 11.30am
Tuesday 14 <sup>th</sup> January 2020	9.30 - 11.30am
Wednesday 13 <sup>th</sup> May 2020	9.30 - 11.30am
<b>SWS Base, Calmore Junior School</b>	
Wednesday 9 <sup>th</sup> October 2019	9.30 - 11.30am
Thursday 23 <sup>rd</sup> January 2020	9.30 - 11.30am
Tuesday 5 <sup>th</sup> May 2020	9.30 - 11.30am

**Cost:** FREE (SLS Subscribers)

**Bookings:** Please contact your local base to book your place.

Calmore	02380 668481	<a href="mailto:sws.sls@hants.gov.uk">sws.sls@hants.gov.uk</a>
Fareham	01329 284238	<a href="mailto:ses.sls@hants.gov.uk">ses.sls@hants.gov.uk</a>
Farnborough	01252 375823	<a href="mailto:nes.sls@hants.gov.uk">nes.sls@hants.gov.uk</a>
South Ham	01256 811089	<a href="mailto:nos.sls@hants.gov.uk">nos.sls@hants.gov.uk</a>

# WHOLE SCHOOL STAFF MEETING

This is available to all schools and can take place at the school or at the SLS base. These sessions can be run after school or during a staff INSET day.

These sessions are designed to give school staff a greater insight into books and SLS services that can aid them in their teaching.

The session is for up to 50 minutes and can cover –

- Introducing new high-quality books to staff, both fiction and information books
- Introducing books that tie in with curriculum areas
- An introduction to the SLS Moodle and how school staff can access and use it
- An overview of The Day Explorer
- An introduction to the SLS e-books platform and how it can be used in school
- A session on Book Corners and how these can be used to support reading in school
- Sessions can be tailored to focus on one or more of these elements – this will be planned with the school

**Audience:** School Staff

**Dates:** Dates can be arranged to suit the school

**Cost:** Free – part of your SLA

**Bookings:** Contact your local SLS base to arrange a date:

Calmore	02380 668481	<a href="mailto:sws.sls@hants.gov.uk">sws.sls@hants.gov.uk</a>
Fareham	01329 284238	<a href="mailto:ses.sls@hants.gov.uk">ses.sls@hants.gov.uk</a>
Farnborough	01252 375823	<a href="mailto:nes.sls@hants.gov.uk">nes.sls@hants.gov.uk</a>
South Ham	01256 811089	<a href="mailto:nos.sls@hants.gov.uk">nos.sls@hants.gov.uk</a>