



مدرسة الدوحة البريطانية
DOHA BRITISH SCHOOL

Library Collection Development Policy



Last Review: September 2021

Next Review: June 2022

Reviewer: Policy Committee





DBS library

Rationale

Doha British School Library provides students with a selection of materials of the highest quality and appropriateness in a variety of formats with a diversity of appeal for a wide range of abilities.

Materials in the library are selected to implement, enrich and support the educational programme for the student line with the overall school philosophy and values

The development and maintenance of the library collection is the responsibility of the librarian working in collaboration with the teachers and students as appropriate within the guidelines of the general selection criteria.

Policy statement

Library Mission Statement

The mission of the DBS library is to ensure that students and academic staff can become informed, self-directed and effective users of ideas and information.

The mission is accomplished by:

- Providing a fully automated information service offering a variety of quality, accurate and current information resources
- Providing multi –lingual leisure reading opportunities and resources for the entire DBS school community

Goals

The goals of the library are as follows:

- To provide a facility that functions as the information centre for the school
- To provide access to current resources in a variety of formats that represent a wide range of subjects, levels of difficulty and in line with the host country culture sensitives
- To provide resources and activities for learning that represent a diversity of experiences, opinions, social and cultural perspectives
- To help all students achieve information literacy by developing effective strategies for selection, retrieving, evaluating, creating and communicating information in all content areas of the curriculum.

Selection Policy

The selection is an on-going process which include:

- The replacement of lost and worn materials still of educational value
- Maintenance of and adherence to the Collection Development Policy
- Promote social, religious and cultures principles in the State of Qatar
- The removal of materials no longer appropriate due to:



- Questionable relevance to curriculum
- Outdated, inaccurate factual content
- Outdated interpretations, values and attitudes
- Not of historical significance
- Not useful to classroom teachers
- Poor physical condition
- Amount of circulation or use over the past year/ past five
- Available in more suitable formats
- Have inappropriate covers or pictures such as naked bodies, inappropriate human contact or scary images etc.
- Promote violence and aggression
- Promote extremism, racism and hate
- Promote consumption of alcohol and drugs
- Promote consumption of Pork or display pictures of Pigs
- Promote Lesbian, Gay, Bisexual, and Transgender (LGBT)
- Promote relationship outside of marriage
- Against Islam or Islamic values – such as **Satanic Verses by Salman Rushdie**
- Not in line with the host country (The State of Qatar) culture sensitivities and religion

Retaining material that are

- Items that the librarian and/or principal determine should be retained as unique or as classic examples
- Archival material
- Local materials of interest and promote good local social and cultures principles

Donations and/or Free materials

The library applies the same selection criteria when accepting gifts as when purchasing new materials and such will be accepted or rejected by these criteria

Challenges to the materials

When such an objection is made the following procedures should be followed:

The complaint should be discussed informally with the person filing it and the member of staff most directly involved – the Librarian. Many objections will disappear if it's made clear that the complaint is taken seriously and good reasons are presented for using a particular book. A Complaint form is available.

When considering challenges to school library materials, the school's philosophy, belief in the importance of promoting inquiry and exposing young minds to a wide variety of facts and ideas will guide the discussion. While It's expected that staff and students will approach and discuss "controversial issues with care, tact and objectivity, there must be overriding educational reasons for not using materials in response to a complaint.

Selection Guidelines

To ensure materials are selected, to further the goal of meeting student and teacher needs, the item should be:



- Purchased in a variety of formats – print, visual, digital and online
- Chosen to promote critical thinking and support personal growth
- Chosen with consideration to standard book lists (the best in Children’s books, Reference Books for School Library)
- Able to ensure the right of users to a balanced collection
- Able to reflect the mission statement and goals of DBS
- Able to reflect the philosophy of the IBO and International School which is to develop students who have a global awareness
- Able to support Host Country (The State of Qatar) and Second Language acquisition

Selection Criteria

The selection shall be governed by professional considerations and not by political, moral and religious views. Materials will encourage and endorse individual human rights and values, as well as explore culture from other areas in the world to support the curriculum and provide for personal growth. Selection criteria includes:

- Authoritativeness (background and reputation of the author and publisher)
 - Accuracy
 - Currency of date
 - Scope/depth of coverage
 - Appropriateness (to end user, format)
 - Relevance
 - Interest
 - Physical characteristics (will stand up to circulation?)
 - Library potential (demand/ relation to collection development strategies)
 - Cost/ cost –effectiveness
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- Instructional objectives



Thank you