

17th November 2020

K/LRC/ADM

Dear Parent/Carer,

Re: Google Classroom Library Zone

Here at Hollingworth Academy, we pride ourselves on our reading culture, and carry a wide selection of fiction and non-fiction books in our LRC for pupils to access. Unfortunately, due to the current COVID-19 restrictions at school, we are currently unable to accommodate pupils in our library. Therefore, we have launched our brand-new "Click & Collect" service for pupils to borrow library books. Pupils can access this service by following these instructions:

- Access the Google Classroom "Library Zone: Hollingworth Academy" and click on the link in the top post.
- After following the link, pupils can login to the Reading Cloud using their school email (yourcomputerusername@hollingworth.academy) and school password.
- Using the search function, pupils can browse our school's library catalogue. Pupils can find books by title, author or genre; for example, type in "adventure" to see all the adventure books available in our library. Click on a title to learn more about it.
- Once pupils have chosen a book to read, they should click "RESERVE" to request to borrow that book.
- Our librarians will then deliver the chosen books directly to that pupil's classroom.

Why not watch our video with more details about our school library by clicking on the link:
<https://youtube/Yu1HVmiKiAg>

We are not currently able to renew books, however the loan period for books has been extended to four weeks. Pupils may loan two books from the library at any one time. If a pupil wishes to return their library book, they should hand it in to their tutor during morning registration.

We hope that you will encourage your child to explore our "Click & Collect" system. If you have any further questions, contact Miss P Snake on psnake@hollingworthacademy.co.uk.

Yours faithfully



Patricia Snake
Library Assistant