

Roles and Responsibilities of School Pupil Librarians

Duties

- To help in the library at set times agreed with the librarian.
- To shelve fiction books in A-Z order.
- To shelve non-fiction books in subject order.
- To keep a section of the stock tidy and in the correct order.
- To help with library displays.
- To help issue and return resources.
- To help repair resources.
- To help other students find what they are looking for.
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Pupil librarians are

- Reliable
- Hardworking
- Honest
- Cheerful
- Sensible
- Enthusiastic



Pupil librarians also

- Enjoy working with computers
- Are willing to help others
- Have an interest in books
- Enjoy thinking on your feet
- Enjoy helping other people
- Have good communication skills

Animals

Biographies and Autobiographies

- *Chapter Books
by Authors
Whose Last
Names Begin
with A-L*

- *Chapter Books
by Authors
Whose Last
Names Begin
with M-Z*
- *Class-Made
Books*

- *Fairy Tales
and Legends*
- *Favourite
Characters*
- *Jokes and
Poetry*
- *Mysteries*

- *Quick Reads*
- *Diaries*
- *New releases*