15 August 2011

The International School of Tianjin (IST) Library and Information Literacy Center welcomes you to the expanding world of ideas and information.

The IST Library serves the entire school community: students, teachers and parents alike. The library has steadily grown throughout the history of the school. Currently our collection holds more than 36,000 items and has subscriptions to several online databases, making the IST Library the largest English language library of any elementary/secondary school in Tianjin. The majority of the volumes in the library are in English, but we have a growing international collection, which include works in the following languages: Chinese, Korean, French, German, Danish, Japanese, Spanish, Hindi, Dutch, and Italian.

Checking out books

- Student ID cards and library cards have been merged, so students in grades 4 and up should bring their ID card to library time. Students from nursery to grade 3 will have a “checkout” card held for them in the library.
- All parents are welcome to apply for a library account as well. Please bring your parent ID to set up a new account and for checkout.
- Students may check out and return books before class, during lunch break, after school, and during their designated weekly library time.
- All elementary students may check out books for one (1) week. Secondary students and parents have a two (2) week lending period.
- All books are renewable unless it is requested by another patron.

Damages and loss

To help protect library materials, all elementary students from Nursery to grade 5 are issued a library bag for the year. If a student loses his or her bag, new bags are available for 50 yuan. All elementary students must use a library bag to check out and return books.

If a book is lost or damaged, the user will be charged the cost of the book and a 40% shipping/processing fee.

Birthday Book Club

We also have a birthday book club: to celebrate a student's birthday, a new book for the library collection may be selected for donation and a nameplate will be added to the front of the book to commemorate the birthday. The student is the first person to check out the book.

Keeping you informed

We publish a weekly item in the Blaze newsletter highlighting the many information literacy activities carried out at school. We have a webpage on the IST website, www.istianjin.org (see the “Our Programs” tab below the main photo,) and we also have a frequently updated blog, http://istianjinelearning.org/library with the latest news and useful web links.

We look forward to an exciting year of reading and learning. Please feel free to contact us with your questions, ideas and recommendations.

Happy reading,

The IST library staff