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12 October 2016

Dear Parents

As you know, we are very fortunate to have, at College, a beautiful and recently restored library. We believe strongly that this library can and should be a hub for learning within the College and that it has a crucial part to play in our efforts to promote scholarly learning for all of our students. The library provides students with opportunities and encouragement to read for pleasure, and this is vital if they are to excel academically: a 2013 Institute of Education Study found that 'reading for pleasure had a powerful influence on children's cognitive development'.

In order to support the crucial work of the library, we would like to invite you to collaborate with the librarian, and our students, as a parent (or guardian) volunteer. The role of parent volunteers will include the following:

- Maintaining and updating displays designed to promote reading for pleasure
- Shelving books
- Administering book loans and returns, using the systems in place for these tasks
- Being a presence in the library to support and encourage its proper use

We would be very grateful for the support of parent volunteers during break and lunchtimes but also at any other times during the school day. Any time, however little, that volunteers can give to the library would be greatly appreciated. In the interests of safeguarding, volunteers would be required to undergo a Disclosure and Barring Service (DBS) check, paid for by the College. The DBS check will need to be completed **before** volunteers can begin their work in the College. More information about DBS checks is available on the following webpage:

<http://www.gov.je/StayingSafe/protectingvulnerablepeople/registeringwithJVB/Pages/CRBChecks.aspx>

For more information about offering your services as a parent volunteer, please contact Sian Goldhawk: s.goldhawk@jcg.sch.je. Thank you in advance for giving consideration to supporting the College, and your daughter's education, in this way.

Yours faithfully

A handwritten signature in black ink that reads 'S Milner'.

Simon Milner
Head of English Faculty
s.milner@jcg.sch.je

A handwritten signature in black ink that reads 'S. Goldhawk'.

Sian Goldhawk
Librarian
s.goldhawk@jcg.sch.je