

Librarians' Meeting Minutes

Date: Tuesday 22nd October 2025

Time: 13:00 – 13:30

Place: Mrs Sampson's Office

Present: Amy, Grace, Eliza, and Wren

1. Book Club

- All librarians are ready to start running Book Club after half term
- Grace will speak to Mrs Collins on Monday (after half term) about the buckets
- Wren has the colouring bits ready and will bring the pencils and crayons Mrs Sampson gave them
- Grace will bring a basket from home to store Book Club items – this will be kept on top of the lockers outside Team 6
- Eliza will ask the office for a sheet of stickers today to decorate to hand out to those children who come to the first book club
- Everyone will design a poster to promote Book Club
- Someone needs to find *Harry and the Bucketful of Dinosaurs* book in school
- Librarians to start thinking about a book choice for the KS2 Book Club on 14th November

2. Reading Certificates

- Certificates have been designed but not yet printed
- Librarians will work with Mrs Haskett to get these printed

3. Reading Buddies

- Reading Buddy sessions went well, and everyone enjoyed meeting their new buddies
- The team would like stickers to give out to their buddies – Mrs Sampson has ordered 144, which will be kept in the basket Grace is bringing
- We discussed moving children's names up on the classroom charts when they do great reading
- This week, Reading Buddies will meet on Thursday (because Friday is a PD Day)

4. Bookmarks for Colouring

- Mrs Sampson will print bookmarks for colouring.
- The girls will put some in Chill and Chat and some in the Library for children to enjoy

5. Library Timetable

- Librarians will work in the library on Monday, Wednesday, and Friday after half term.
 - Two librarians at a time.
 - The team will bring a proposed timetable to the next meeting
-
- ✓ Grace – Speak to Mrs Collins; bring a basket from home
 - ✓ Wren – Bring crayons and pencils
 - ✓ Eliza – Decorate stickers for buckets
 - ✓ All – Design Book Club posters; think about KS2 Book Club book choice
 - ✓ Librarians & Mrs Haskett – Print reading certificates
 - ✓ Mrs Sampson – Print bookmarks for colouring
 - ✓ All – Bring proposed library timetable to next meeting