

Lasting Lessons' Decodable Books Library

Guide for Members

Lasting Lessons is proud to provide high quality decodable books for children to aid their literacy development. The Lasting Lessons' Decodable Books Library is a great place to meet other parents, to learn about the importance of decodable books, and to gain advice about child literacy development from a literacy specialist.

The right decodable book at the right time – why join our library

Find the decodable books your child needs without having to purchase them. Membership gives you access to decodable books in alignment with your child's literacy skills and developmental stage.

Lasting Lessons' Decodable Books Library is open to the whole community. The Lasting Lessons' Decodable Books Library offers families a unique service as not many schools offer a library of decodable take-home books. It also offers access to teaching practitioners specialising in addressing literacy challenges and additional needs.

We welcome teachers and school leaders to visit the Lasting Lessons' Decodable Books Library to explore the decodable books and to learn of their value when teaching literacy using a structured synthetic phonics approach.

Lasting Lesson's Decodable Books Library Hours

Monday – Thursday: 8.30am to 8.00 pm

The Lasting Lessons' Decodable Books Library is closed on public holidays and operates reduced hours during the term and summer break.

Visit Us

We are located above Chemist Warehouse at Suite 1, 93-97 Plenty Road, Bundoora

What's on our shelves

The Lasting Lessons' Decodable Books Library caters for all children and their literacy needs. There are approximately 500 decodable books to choose from. It currently holds the following series:

- Little Learners Love Literacy
- Fitzroy Readers
- Dandelion Readers
- Dandelion Readers
- Moon Dog
- Magic Belt
- That Dog
- Totem
- Alba
- Rescue
- Titan's Gauntlets
- Talisman
- Amber
- Decodable Readers Australia

How to Join

Membership of the Lasting Lessons' Decodable Books Library service is free to all Lasting Lessons families. Community members may join for an annual fee of \$100. We are happy to provide a \$25.00 fee reduction for healthcare card holders.

You can join the Lasting Lessons' Decodable Books Library by completing the Membership Application form, paying the applicable annual fee and returning the application form with photo ID to Lasting Lessons during opening hours.

Choosing Decodable Books

If you would like to know more about a decodable book, you can check the available catalogue to learn about reading levels and the targeted sounds. Also, the Director can assist you in matching appropriate decodable books to your child's reading abilities and literacy needs. For Lasting Lessons families, this can happen during your child's assigned lesson. For community members, you can book a free individual appointment with the Director. During this appointment, a short assessment will take place to ensure your child is matched with suitable decodable readers.

To borrow a decodable book, all you need to do is take the decodable book you have selected to the Director along with the completed borrowing slip.

Library Membership Terms and Conditions

All members must accept the following terms and conditions of membership with the Lasting Lessons' Decodable Books Library before their application for membership will be confirmed.

Cancelling Your Membership

A cooling off period of fourteen days applies from the date of joining. You can receive a full refund of your membership. Membership refund does not apply if cancelling after the cooling off period. However, you will be able to transfer your membership to a friend.

Please notify the Director in writing if you decide not to renew your membership for a subsequent year once the first year is up or if you move out of the area. It helps us to remove your details from our database and ensure you don't receive any unwanted communications.

Suspending Your Membership

The Lasting Lessons' Decodable Books Library membership is an annual membership lasting for twelve months from the date of joining/renewing. In order to keep this structure, the library does not offer membership suspensions to members who may be away, for example, on holiday.

Borrowing Entitlements

Every child who is a member of the Lasting Lessons' Decodable Books Library is entitled to borrow two decodable books for up to two weeks.

The same decodable books cannot be re-borrowed by the same member on the date of return.

All decodable books should be returned in the same condition that they are borrowed, so please take care. Please ensure all decodable books are returned clean and returned in their borrowing envelope.

If you would like to renew a decodable book, then you can do so for one extra week. Please inform the Director via email, SMS message or telephone. Renewals may not be allowed if this is the second time you are renewing the decodable book, or the decodable book is on hold for another member.

If you would like to put a decodable book on hold, simply advise the Director of the name of the decodable book you have selected, and your name will be added to the queue. When the decodable book is available for collection, you will receive a SMS message notifying you. Please ensure you collect the decodable book within a week or the hold will lapse and the decodable book will be returned to the next member in the queue or returned to the book box

All books must be returned in the borrowing envelope they were borrowed with.

Lost Books

Members will be given one week after the return date to find the missing decodable book and return it to the Lasting Lessons' Decodable Books Library.

If the decodable book cannot be found or the member knows it has been lost forever, the member will be invoiced and expected to pay a replacement fee. It is to be noted that most decodable books arrive in sets. Single decodable books are difficult to replace. If this is the case, members will be invoiced and expected to pay a replacement fee for the entire set.

Borrowing privileges will be suspended until replacement fees are paid.

Damaged Books

The Lasting Lessons' Decodable Books Library understands that books are sometimes damaged during the normal course of book handling. Please do not attempt to repair damaged books yourself.

Please tell the Director if a decodable book is damaged or is showing signs of wear and tear upon its return.

If a decodable book is damaged beyond repair, the member will be invoiced and expected to pay a replacement fee. It is to be noted that most decodable books arrive in sets. Single decodable books are difficult to replace. If this is the case, members will be invoiced and expected to pay a replacement fee for the entire set.

Borrowing privileges will be suspended until replacement fees are paid.

Overdue Decodable Books

Decodable books are considered overdue if they are returned after the two-week borrowing period. The following conditions will be adhered to:

- Decodable books can be borrowed for up to two weeks after which they must be returned.
- The Director will send an SMS message to any member who has overdue items.
- If a member has special circumstances as to why decodable books cannot be returned on time, they should alert the Director before the decodable books become overdue by telephone or email. A one-week extension will then apply.
- If a decodable book is not returned after three weeks, it will be deemed lost and a replacement fee will apply.
- Borrowing privileges will be suspended until overdue books are returned.

The Lasting Lessons' Decodable Books Library's focus is the return of the books for use by other members, not the money made from replacement fees.

Lasting Lessons' Decodable Books Library Etiquette

When you visit the Lasting Lessons' Decodable Books Library, children are always welcome to explore the decodable books to make their selection. However, we ask that you supervise your children and ensure that the contents of book boxes are not tipped over the floor and played with.

The Lasting Lesson's Decodable Books Library is not a playing nor waiting area so children must refrain from using any of the other resources.

If you have a suggestion for the library or have any concerns, please speak to the Director – always happy to help.

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