**Sample Guidelines for Christian School Library**

1. **Quality of Library Material**

Recognizing the need for a high standard in the Christian school library, the board and committee believe good literature should have the following qualities:

1. Be true to life and relate to life at the pupil’s level.
2. Lead to a discernment of truth and rejection of error.
3. Have a worthy purpose and accomplish it.
4. Show good quality and taste in content and style of writing.
5. Be imaginative and/or thought provoking while promoting straight and pure thinking.
6. Stimulate and build Christian character and broaden pupil’s knowledge.
7. **Book selection**
8. Biographies need to be evaluated both from the viewpoint of the worthiness of the person’s life and also the manner in which his life is presented.
9. Fiction books will be well written and provide worthy imaginative content.
10. Books with religious themes will be in harmony with the scriptures.
11. All books will be reviewed by reviewers and approved by the library committee.
12. Reference books, periodicals, and other reference works often include statements and illustrations that are contrary to Christian ethics or beliefs. The presence of this objectionable material does not imply approval by the board or committee.
13. Periodical subscriptions must be approved by the committee in order to be shelved in the library.
14. Books containing the following will be rejected unless approved by special action of the committee:
15. Oaths—blatant or minced.
16. Excessive use of slang.
17. Violence presented in a favorable manner.
18. A patriotic or militaristic emphasis as the main purpose.
19. The occult, evolution, or sexual aberrations and nudity except in reference books with other overriding value.
20. Favorable mention of practices and ideals contrary to those of the historic peace churches.
21. Disrespect for authority, other people, and property.
22. **All books will be reviewed by reviewers approved by the committee.**
23. The “reviewer’s sheet” shall be filled out for each book that is placed in the library. If a reviewer is undecided whether to recommend a book, a second review can be requested.
24. After the Library Reference Sheet has been filled out by the reviewer, it shall be presented to the Library Committee for final approval, cataloguing, and shelving.

**Library Reviewer’s Checksheet**

Book Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Author \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of reviewer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If the book contains any of these items, list the page numbers:**

\_\_\_\_ Oaths—blatant or minced

\_\_\_\_ Excessive use of slang

\_\_\_\_ Vivid/detailed depiction of violence

\_\_\_\_ Patriotic/militaristic emphasis as its main purpose

\_\_\_\_ Unscriptural/worldly practices favorably presented (explain):

\_\_\_\_ Unduly prominent romance

\_\_\_\_The occult, evolution, or sexual aberration presented in a favorable manner

\_\_\_\_ Favorable mention of practices and ideals contrary to those of historic peace churches

\_\_\_\_ Disrespect for authority or other people

\_\_\_\_ Problems with illustrations

\_\_\_\_ Other questionable elements

**Type of book:**

**Fiction:** \_\_\_adventure \_\_\_fantasty \_\_\_historical novel \_\_\_biographical novel \_\_\_other:

**Nonfiction**: \_\_\_ biography \_\_\_ subject:

**My rating of this book is:**

\_\_\_excellent \_\_\_very good \_\_\_good \_\_\_fair \_\_\_poor \_\_\_unacceptable

I suggest a 2nd person review this book because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This book is useful** (check all that apply)

\_\_\_ as good quality literature

\_\_\_ for excellent illustrations

\_\_\_ to broaden one’s knowledge and understanding of the world—history, geography, nature, people…

\_\_\_ as interesting reading material

\_\_\_ for its moral content/guidance

\_\_\_ for its spiritual value

\_\_\_ for educational or reference value in (subject): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_ other

**Library committee notes:**

*Evaluation*: \_\_approved \_\_approved as modified \_\_for restricted use only \_\_teacher use only \_\_rejected

Publisher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ copyright \_\_\_\_\_\_\_\_ Dewey decimal #\_\_\_\_\_\_

Subject titles: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_