Department for Environment & Community Services

Date: 10.10.24
Reference: My Library Card

Dear Parent / Carer,

Encouraging children to read for pleasure is a key part of their school journey and research shows that reading for pleasure plays a significant role in improving children's life chances and opportunities.

To support all children in South Gloucestershire to develop a love of reading and have free access to books, South Gloucestershire Libraries are working with all primary schools in South Gloucestershire to give every primary school aged child a library card. Each year, children in Reception and Year 6 classes will be registered with the library service and given a library card.

It's free to use the library, borrow books and come to activities. There are no charges for books returned late, lost or damaged on children's cards and you can still use the library.

In November/December, your child will be given a library card at school for them to take home. The card is ready to be activated when you next visit the library, please ask a member of library staff to do this for you. If your child already has a library card, either keep hold of it and continue to enjoy using it or hand it in when you next visit the library, the choice is yours.

We take our use of data very seriously and have carried out a full data protection assessment of this project, if you wish to see the Privacy Impact Assessment and the Legitimate Interest Assessment, please go to www.southglos.gov.uk/mylibrarycard. The data (your child's name) will only be shared within the Library Service. Only your child's name and school will be shared with the company we are using to print the cards.

If you **do NOT** want your child to have a library card, please email libraries@southglos.gov.uk phone 01454 868006 or visit any South Gloucestershire Library and let a staff member know by **Friday 8 November.**

If you want to know more about library services for families, or have any questions about your child's library card, please visit any South Gloucestershire Library, email libraries@southglos.gov.uk, phone 01454 868006 or go to www.southglos.gov.uk/libraries.

We look forward to welcoming you and your family to the library.

Yours faithfully,

South Gloucestershire Libraries