

# **JAMAICA LIBRARY SERVICE**

## **GUIDELINES FOR DONATIONS**

The Jamaica Library Service welcomes the donations of both print and non-print material for its collections.

The primary need is for books for both Adults and Children of all age groups and we offer some guidelines which we hope will assist in selection.

We would certainly be grateful for assistance as we find that demand, especially from younger readers far exceeds the ability of our financial resources to supply. This is so primarily because of the extent of our coverage.

The Jamaica Library Service consists of the Public Library Network and the Schools Library Network. The Public Library Network covers 671 service points with 13 Parish libraries, 118 Branch Libraries and 529 Mobile Services. Most of these service points are in the rural areas. The Schools Library Network operates through 926 schools serving all government funded Infant, Primary, All-Age and Secondary schools as well as 4 special schools.

We therefore appreciate any help in acquiring suitable material in good condition which would have not only an intrinsic value but an adequately long shelf-life.

### **Condition of Material**

Material must be new or nearly new, i.e. should be less than five (5) years old

### **Electronic material**

The library will accept Windows 2000 Professional or Windows XP compatible educational software. Video must be NTSC compatible.

## **CHILDREN'S COLLECTIONS**

There is perennial need for books in categories listed below:

### **Tiny Tots – Age 0-6**

- Alphabet & counting books
- Picture story books
- Concept Books
- Nursery Rhymes
- Read aloud books

**Picture books should be well illustrated, with very little text and durable binding**

### **AGE 7-11**

Adventure  
Fairy tales  
Bible stories  
Folk tales  
History  
Myths and Legends  
Mathematics  
Mystery stories  
Science fiction  
Sports  
Stories of everyday life  
Simple books on countries of the world

**Fiction including series such as the Goosebumps, Shivers, Hardy Boys, Nancy Drew, Secret Seven and all well recommended children's authors are welcomed. Also desirable are Award winning Children's Literature e.g. Newberry, Caldecott, Nutmeg, Coretta Scott King, Carnegie, Kate Greenaway and Whitbread Children's Novel.**

### **AGE 12-15**

Books for young adults: (young adult literature fills an important niche between children's and adult literature)

Teen fiction including Teen Romances

Decision making

Grooming and personal hygiene

Career choices

Growing up - Teen relationship with peers, parents and siblings

- Awareness of their world

- Environmental issues

Biographies – of role models.

Science Books *e.g. about earth, sea, sky, cars, helicopters, engines and how they work.*

Information Technology

Natural History – *colourful, well written, interesting books about plants, animals and our world.*

Poetry (*simple verse*)

Art and Craft

Sports and Games

The Classics, preferably illustrated editions

**Most school textbooks in use in Canada and in the United States of America are not compatible with the curriculum needs of our schools and are therefore not generally useful.**

#### **QUICK REFERENCE BOOKS**

One volume Dictionaries and Encyclopedias as well as multi-volume encyclopedias, eg. World Book

History (West Indian, African/American, European) and General Science.

West Indian material written for children.

Geography

Biology

#### **ADULT COLLECTION**

##### **Non-fiction**

Material in all subject areas is welcome with emphasis on Psychology, Marketing, Parenting, Business Administration, Housekeeping, Culinary Arts, Vocational subjects, Education, Information Technology.

**Popular Fiction** covering Westerns, Detective Stories, Mysteries, Science Fiction, Romances and Best Sellers are permanently on request.

**Paperbacks** covering all subject areas and Fiction of all categories are also requested (Library editions preferred)

**Thank you for your interest and your contributions.**