# Operational Policy: Collection Development for the BLENNZ Library

## Blind and Low Vision Education Network NZ (NAG 1)

## Statement of Intent

### The Collection Development Policy outlines the principles and guidelines for the acquisition, maintenance, and enhancement of the collection in the Blind and Low Vision Education Network NZ (BLENNZ) Library. The primary objective is to provide resources that meet the diverse needs and interests of our ākonga. This policy aims to ensure that the library collection remains relevant, inclusive, and supportive of the educational goals of BLENNZ.

## Policy Requirements

### The BLENNZ Library's mission is to offer a comprehensive collection of materials that support the academic, vocational, recreational, and personal development of our ākonga. The objectives of the library collection are as follows:

### a. To provide access to a wide range of accessible formats, such as Braille books, large print materials, audiobooks, digital resources, and tactile materials.

b. To offer resources that cover various subjects and genres to support the curriculum and encourage independent reading and learning.

c. To promote cultural diversity, inclusivity, and representation by including works from diverse voices and perspectives.

### d. To ensure the collection includes current and up-to-date resources that reflect advances in technology and educational practices.

e. To provide a diverse and comprehensive selection of fiction materials that reflect the interests, tastes, and reading preferences of the library users. To support recreational reading, literacy, and lifelong learning by offering a wide range of genres, authors, and formats.

f. To maintain a balance between classic and contemporary fiction, ensuring the collection remains current and relevant.

### Selection Criteria

Materials for inclusion in the BLENNZ Library collection will be chosen based on the following criteria:

a. Relevance: Materials should align with the curriculum, support educational goals, and address the specific needs of our ākonga. Consideration should be given to the current interests, trends, and themes that appeal to the library's target audience.

b. Accessibility: Materials must be available in accessible formats, such as Braille, large print, audio, or digital versions that are compatible with assistive technologies.

c. Quality: Materials should be accurate, well-written, and reviewed for their suitability for our blind, deafblind and low vision readers.

d. Diversity and Inclusion: The collection should include resources that represent diverse cultures, backgrounds, abilities, and experiences, promoting inclusivity and fostering empathy.

e. Patron Requests: Consideration should be given to suggestions and requests from ākonga, whānau, and staff when evaluating materials for acquisition.

### Acquisition Sources

The BLENNZ Library will acquire materials from the following sources:

a. Publishers and Vendors: Collaborate with publishers and vendors specializing in accessible formats for print disabled readers.

b. Disability Organisations: Establish partnerships with organisations that produce accessible materials for blind individuals.

c. Donations: Accept donations of appropriate materials in accessible formats, subject to the same selection criteria as newly acquired materials.

d. Interlibrary Loans: Utilise interlibrary loan services to access materials not available in accessible formats directly. This includes National Library Loans.

### Collection Maintenance and De-Selection (weeding out)

### To ensure the collection remains relevant and up-to-date, regular maintenance and weeding will be conducted. Given the paucity of Braille resources, hard copy materials will be offered to the community before disposal.

#### Criteria for removing materials from the collection include:

### a. Obsolescence: Materials that are outdated, inaccurate, or no longer aligned with the curriculum or educational goals.

### b. Physical Condition: Materials that are damaged, deteriorated, or in poor condition beyond repair.

### c. Low Circulation: Materials that have not been borrowed or accessed within a 3 year period, indicating decreased relevance or interest.

### d. Inaccessible Formats: Materials that cannot be converted into accessible formats or are incompatible with current assistive technologies.

e. Deselect outdated, damaged, or low-demand items to make space for new acquisitions.

f. Continuously evaluate the collection based on user feedback, circulation statistics, and emerging literary trends.

### Access to the Collection

The BLENNZ Library will ensure that ākonga and staff have convenient and equitable access to the collection. This includes:

a. Providing multiple formats for resources, such as Braille books, large print materials, audiobooks, digital resources, and tactile materials.

b. Offering accessible cataloguing and classification systems that facilitate easy retrieval of materials.

c. Promoting awareness and training on the use of assistive technologies to access and navigate the collection.

d. Collaborating with educators and specialists to incorporate library resources into the curriculum effectively.

### Review policy

Review and updates to the collection development policy will be conducted annually to reflect changes in reading trends, community needs, and advancements in publishing and technology.

Approved: 

Date: 1 October 2023

Next Review: 2026