

I'm going to the library



Before I go to the library

I'm going to Haverhill library



If I am nervous about going I can talk to someone and ask questions first
I can call 01440 702638



I can ask the person for a tour of the library



About the library

There are people who work at the library who I can talk to



The library is usually a quiet place where people talk quietly, relax and read books



Sometimes it might be noisy. If it is noisy I can talk to a librarian



How I become a member of the library

When I get to the library I will see a desk



I will talk to someone who works there to become a member of the library



I will tell them my name, address, date of birth, telephone number and email address



I will show them identification.
This can be a driving licence, bank statement or household bill







I will sign my library card which makes me a member of the library



When I visit the library

In the library there will be shelves of books, CDs and DVDs



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|---|--|
| <p>I can sit in a chair to read a book</p> |  |
| <p>I can borrow a book, CD or DVD and take it home with me</p> |  |
| <p>If I want to borrow a book I can talk to a member of the library staff</p> |  |
| <p>The staff will show me how to borrow the book, CD or DVD and tell me when I need to bring it back to the library.</p> <p>This picture shows the self service station that I can use at Haverhill Library</p> |  |

The library will also have some computers

The computers are free to use



To use the computers I can reserve a time that suits me or wait for one to be available

I can talk to a member of staff and they can help me



When I have finished I will leave the library

