

“Books to You”- Borrowing and Returning Library Books September 2020

From September, the library is operating a delivery system. Books can be ordered, either by emailing Mrs Jago or using the online system. They will then be delivered to your teaching room. Let's see how ...

Emailing Mrs Jago

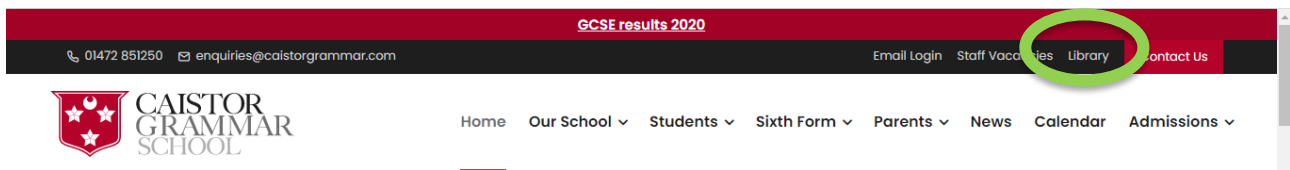
If you don't know your library login or password just email katherine.jago@caistorgrammar.com. You can use this both to order online books and to read our ebooks.

Orders can be placed directly by emailing Mrs Jago. Just tell her the name of the book and ideally it's author. In stock books will be delivered to your classroom. If not, she'll advise if it is out on loan, when it's due back, and put it on reserve for you.

You can also “ask the librarian.” Just give details of the type of book which interests you, a genre you'd like to try, or go for pure lucky dip. A book will be delivered to your classroom - if it's not for you, just leave it in the returns box.

Reserving Titles Using the School Website

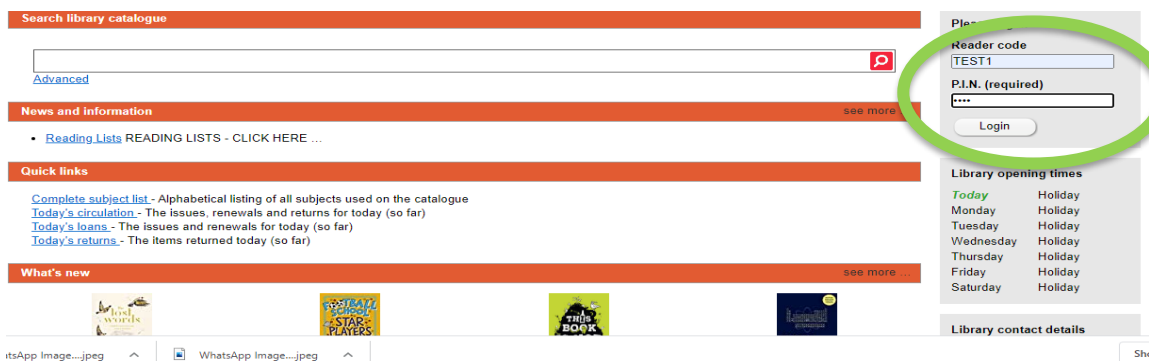
You can search from the school website. Select the library tab.



You don't need to log in to search for books, just to reserve them or manage your account. However, by doing so at this stage your browsing history is captured for future visits.

If you don't know your Reader Code please email Mrs Jago. Your password is your date of birth in the form DDMMYY - for example if you were born on 1st May 2010 it would be 010510.

Year 7 and new Year 12 students will be given their codes as soon as practicable, either via their form tutors or, if applicable, their English teachers. Alternatively please contact Mrs Jago.



Now you can put the author, title or a search phrase in the search bar.

Caistor Grammar School
A SELECTIVE ACADEMY

SEARCH GUIDED SEARCH LOGIN HISTORY CLEAR SESSION

Summary Detailed See Also

tennessee williams
[Advanced](#)

Search for **tennessee williams**

1 Title [Cat on a hot tin roof](#)
Authors Tennessee Williams
Medium Text
Class 812.54
Copies Available (1)
Usage 0

2 Title [The glass menagerie](#)
Authors Tennessee Williams
Medium Text
Class 812.54
Copies Available (1)
Usage 0

3 Title [The Rose Tattoo ; Camino real ; Orpheus descending](#)
Authors Tennessee Williams
Medium Text

Caistor Grammar School
A SELECTIVE ACADEMY

SEARCH GUIDED SEARCH LOGIN HISTORY CLEAR SESSION

Summary Detailed See Also

skulduggery
[Advanced](#)

Search for **skulduggery**

1 Title [Skulduggery Pleasant Resurrection](#)
Medium Text
Class GF
Copies Available (2)
Usage 6

2 Title [Armageddon outta here](#)
Authors Derek Landy
Medium Text
Class GF
Copies Available (1)
Usage 5

3 Title [Bedlam](#)
Authors Derek Landy

Notice none of the selection below includes the search phrase in the title. When books are added to the library system, keywords are also imported.

Caistor Grammar School
A SELECTIVE ACADEMY

SEARCH GUIDED SEARCH LOGIN HISTORY CLEAR SESSION

Summary Detailed See Also

james bond
[Advanced](#)

Search for **james bond**

Results 1 - 10 of 14

1 Title [Shoot to kill](#)
Authors Stephen Cole
Medium Text
Class GF
Copies Available (1)
Usage 4

2 Title [Diamonds are forever](#)
Authors Ian Fleming
Medium Text
Class GF
Copies Available (1)
Usage 1

3 Title [Dr. No](#)
Authors Ian Fleming
Medium Text
Class GF
Copies Available (1)
Usage 5

4 Title [From Russia with love](#)
Authors Ian Fleming

Reader code

P.I.N. (required)

Login

Results

[Print](#)
[Email](#)
[Download](#)

Display

Sort by
Class, Author, Title

Change display

Toggle highlight

Library opening times

Today Holiday
Sunday Holiday
Monday Holiday
Tuesday Holiday
Wednesday Holiday
Thursday Holiday

Once you have identified the title you want to reserve, if you haven't done so already, log in now. You can see if the title is on loan or available.

Caistor Grammar School
A SELECTIVE ACADEMY

SEARCH GUIDED SEARCH LOGIN HISTORY CLEAR SESSION

Summary Detailed See Also

cassandra clare
[Advanced](#)

Search for **cassandra clare**

Results 1 - 10 of 17

1 Title [The Bane chronicles](#)
Authors Cassandra Clare, Sarah Rees Brennan and Maureen Johnson
Medium Text
Class GF
Copies Available (1)
Usage 7

2 Title [City of ashes](#)
Authors Cassandra Clare
Medium Text
Class GF
Copies Available (1)
Usage 15

3 Title [City of bones](#)
Authors Cassandra Clare
Medium Text
Class GF
Copies On Loan (1)
Available (1)
Usage 18

Results

[Print](#)
[Email](#)
[Download](#)
[Add to favourites](#)

Display

Sort by
Title, Pub. year

Change display


Toggle highlight

Library opening times

Today Holiday
Monday Holiday
Tuesday Holiday
Wednesday Holiday
Thursday Holiday

. Click on the title and click the reserve button.

Search for **cassandra clare** Result 2 of 17



Title City of ashes

Authors [Cassandra Clare](#)

Standard no. 1406307637

Medium Text

Imprint London: Walker Books, 2008

Subjects [American Fiction](#) [General Fiction](#)

Keywords [Demonology-Fiction](#) [Supernatural-Fiction](#) [New York \(N.Y.\)-Fiction](#) [Horror tales, gsa/fd](#) [Young adult fiction](#)

Series [The mortal instruments](#) [The mortal instruments \(bk. 2\)](#)

Notes (SBN) 9781406307634 (pbk.) : (GEN) Formerly CIP.

Class GF

Edition

Language English

Results

[Print](#)

[Email](#)

[Download](#)

[Add to favourites](#)

Display

Sort by Title, Pub. year

[Change display](#)

[Toggle highlight](#)

Library opening times

Today	Holiday
Monday	Holiday
Tuesday	Holiday
Wednesday	Holiday
Thursday	Holiday
Friday	Holiday
Saturday	Holiday

Usage 15

Citation Clare, Cassandra. City of Ashes. The Mortal Instruments; the Mortal Instruments [bk. 2]. London: Walker Books, 2008.

Reservations [Reserve](#) 0 Existing reservation(s)

Copy no.	Location	Status	Due date	Shelfmark
on-vocation....docx	WhatsApp Image....jpeg	WhatsApp Image....jpeg		

If the title is available, it will be delivered to Year 7-11 teaching classrooms as soon as practicable. If it is on loan, it will be delivered as soon as it becomes available.

Sixth Form students can collect available reservations directly from the library - they will be held for five days from when the reservation was placed. An email will be sent to advise once on-loan titles are returned, and again they will be held for five days.

Returning Your Library Books

Students in Years 7-11 should leave library books in one of the four boxes placed outside the dining area, in the new hall, in reception and outside T2. They will be collected by Mrs Jago.

Sixth Form Students should return them to the box in the library.

Ebooks

All students have access to our Ebook collection using their library login and PIN. Contact Mrs Jago for more details.

If you have any questions about any aspect please contact Mrs Jago:
katherine.jago@caistorgrammar.com