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New education and school library: Experience of half a century.
(Sarada Ranganathan Endowment for Library Science, Series 4).
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PART J
WHAT OF SCHOOL LIBRARY
MATERIAL CONSTITUENT

CHAPTER JA

GENERAL FEATURES OF SCHOOL LIBRARY BUILDING

1 Size of the Stack Room

The following assumptions are made in respect of the school library building:

- 1 The school works in two shifts a day;
- 2 In each shift 500 students attend the school;
- 3 In addition to the reference books kept in a library at any time, the library will have its number of volumes kept at a level of 15,000 supplied in periodical circulation by the Central Library of its group (*See Sec HH3*);
- 4 Law 5 "A Library is a growing organism" will make the school library follow Adult Growth — that is, old books will be replaced by new books, making the size of the collection more or less the same at all times. There will be no accumulation of outmoded or worn-out books, causing continuous growth in the book collection as in child growth;
- 5 In respect of the readers of the library also, Law 5 will make the school library to follow Adult Growth. Every year old student-readers will leave giving place to new ones;
- 6 Nor will there be any appreciable growth in the number of teacher-readers; and
- 7 Consequently, there will be seldom be need for adding to the library building.

2 Open Access

The following assumptions are made in respect of Open Access System:

- 1 Except for pamphlets, worn-out books, books of poor physique, and others marked "special" for certain definite reasons, all the books will be kept on open shelves — that is, the book racks will not be provided with doors, locks, and keys;
- 2 The students will be permitted to walk amidst the book-racks; and

3 The students will be allowed to handle any book.

To provide open access inside the library, the entrance and exit must be under the strictest control and watch. It should not be possible for any one to enter the library or leave it except through prescribed wicket gates. These gates will be controlled by the library staff in the circulation enclosure, with the aid of a mechanical device. Similarly, all the other openings in the external walls of the library, such as doors, windows and ventilators should be fitted with shutters of mesh work, the slits being too small to allow the passage of a book through.

3 Cross Gangways

Groups of students will frequently walk and stay in any cross gangway, between any two consecutive parallel book racks, browsing and handling books. Therefore, the width of a cross gangway should be at least 135 cm.

4 Floor Level

The books will have to be trolleyed from any part of the library to any other without transshipment. For this, the entire floor of the library must be in one level without any obstruction whatever in the form of thresholds, or curbs. This is desirable also from the point of view of the students.

5 Ventilation and Light

The windows should be so placed and so designed in size that the stack room and the reading room should get plenty of natural light. Artificial lights should be avoided except at night. For this, the windows should be designed and placed suitably. This will also automatically secure free ventilation. In a tropical country, such as ours, it is unwise to depend on sky-lights. Solar heat also will penetrate into the library along with light and will be directly incident on books and students. This will unfit the students in a short while; this will also dry up and warp the books, thereby shortening their life. To avoid direct sunlight, heat, and even rain water at the sudden beginning of rain, falling on book racks and books, the length of the stack room should run east to west,

and all its windows being on its north and south walls. The book racks should be placed across the stack room in parallel lines at right angles to the longer walls. Moreover, to minimise the chances of the books being wetted by sudden break of rain and to prevent sun from directly falling on the books, the free ends of the book racks should not be taken too close to the north and the south walls. On the other hand, on each side there should be a gangway, 90 cm wide, running all down the length of the stack room between the free ends of the book racks and the two length-wise walls. No doubt there will be saving of some space by having a single central gangway instead of two side gangways. But the temptation to follow this policy should be avoided in view of the need for having one gangway at each end of the line of book racks for avoiding damage due to climatic causes. Avoidance of direct sun is more imperative than the saving of space in this case.

6 Windows in the Stack Room

In times of sudden or heavy rain, side-hung shutters in the windows of the stack room will not give sufficient protection. Therefore, each such window should be fitted with three members of centre-hung shutters with glass panes. These centre-hung shutters will be so fixed as to avoid their projecting into the gangway on opening to a near horizontal position. The expanded metal shutter should be fixed on the outside of the wall so as to allow this.

7 Aesthetics

The school library should have a good aesthetic finish and everything possible should be done to produce an atmosphere of serenity, composure, and loveliness. There should be wall space for portraits, and floor space for flower vases; there should be provision for hangings like curtains; the wall should be distemper-washed — the walls of the stack room in pearl-gray and those of the reading room in a soothing colour such as green. The floor must be smooth, noiseless and without holes and crevices for preventing the accumulation of dirt and insects.

CHAPTER JB

SPECIFICATION FOR LIBRARY BUILDING, FITTINGS AND FURNITURE

1 Stack Room

It is best to begin the data for the stack room with the unit book rack. A detailed specification for it and other elements is given elsewhere (29, 30). It is sufficient here to summarise it as follows: It consists of four bays — two on each face, the two faces being separated by a partition of expanded metal or weldmesh material. The bays are formed by three verticals. Each bay can normally take five movable shelf planks and two fixed ones — one near the bottom and the other near the top. Thus each of the four bays have ordinarily seven shelf planks and the unit rack has twenty-eight planks. This can house one thousand volumes in round figures. The overall dimensions of the unit rack $210 \times 45 \times 190$ cm. Making allowance for tolerance we shall have 16 book racks. We shall put two book racks in a line. This will make the length of the cross gangway from wall to wall 6 metres. The width of a cross gangway in front of a unit rack plus the width of the unit rack will be 180 cm. Each volume will require a floor area of about 55 square cm. Further, the length of the stack room will be about 16 metres. Thus the internal area of the stack room will be 16×6 metres — that is 96 sq metres.

2 Reading Room

Each student should have about 3 sq metres of floor area including table space, space for chair, and gangway behind the chair. The reading room should provide seat for about 55 students. The length of the reading room shall be taken to be equal to that of the stack room — 16 metres. Thus the width of the reading room would be about 10 metres. Thus the internal area of the reading room will be 16×10 metres — that is, 160 sq metres. The reading room tables may be fitted with short vertical racks for the display of current issues of periodicals. Thus, the provision of a separate periodicals room can be avoided in a school library.

3 Seminar *cum* Group Study Room

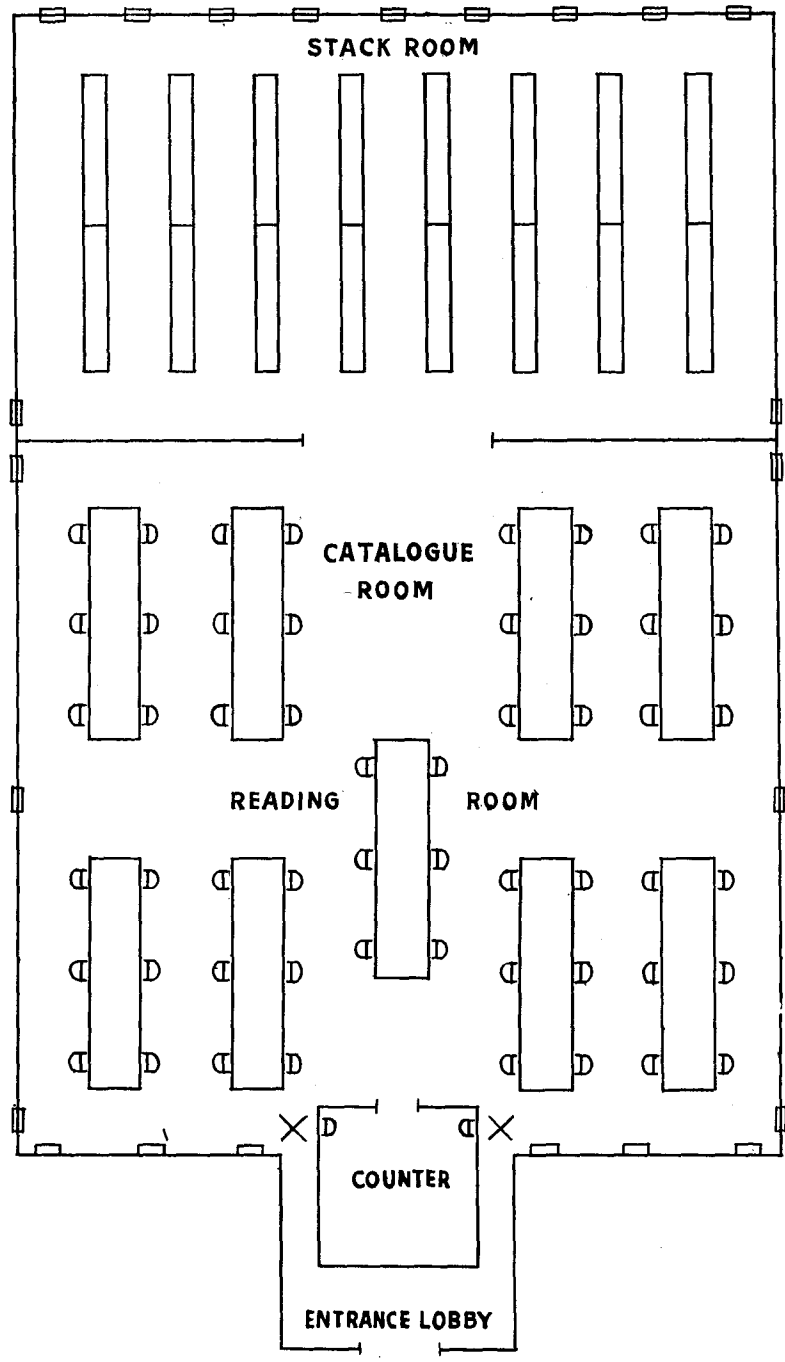
On the side of the stack room, opposite to that of the Reading Room, a room with equal dimensions as the Reading Room may be provided. This can be used for holding Seminars and conducting group studies.

4 Counter Enclosure

The enclosure of the control region — having the counter — should have an area of about 9 sq metres. This is secured by making it run 3 metres east to west and 3 metres north to south. This enclosure may be had inside the entrance lobby. It should be projecting out from about the centre of one of the east to west walls of the reading room. There should be about 90 cm width of passage for exit and entrance on either side of the counter. It may be an advantage from the point of view of supervision to make the counter project 1 metre inside the reading room with the result that some free space will be available in the entrance lobby for showcases and free movement.

5 Plan of School Library Building

See page 168.





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