



Congratulations!



Your teachers have chosen you to be a Reading Champion!
This means that you have been specially chosen to help them to run the reading groups in your school.

Your teachers have chosen you because they think that you will be great at organising the sessions and encouraging others to read and learn about books.

This is a big responsibility, but it should also be fun!

Your job is to:

- ☐ make sure that your group knows when and where to meet
- ☐ lead the reading and activities for each session
- ☐ encourage every member of the group to join in
- ☐ report any problems to your teacher
- ☐ report any successes to your teacher.

This toolkit will tell you everything that you need to know to get started.

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This is a list of what the toolkit includes so that you can find information quickly.



Good luck from everyone at Elektra Media and Istambha Nepal!
We hope you enjoy trying out some of our activities and suggestions.

Let us know if you have new ideas for activities so that we can share your ideas with other schools.

Contact us on info@library-nepal.com



Setting up your group

You are the leader of your group and responsible for making sure that everyone gets along. Below are a few suggestions about how to encourage your group to work together in your first session.



1. Create a group name

Get everyone to discuss and share ideas about what your group could be called. A name makes your group unique and can be lots of fun to create! Choose a name that represents **all** of you and sums up what you want the group to be about.



2. Create a contract

This is a good way of making sure that everyone behaves well in your sessions! Get everyone to discuss and share ideas about:

- what they want to gain from the reading group
- how they think group members should behave.

A contract is an agreement between two or more people.



Between you, decide on the **three** most important ideas. If you can, write these down. You could even get everyone to sign them to say that they agree.

Some ideas could be:

- always listen to each other
- read at home once a week
- arrive on time
- join in
- be positive.



3. Create roles

Sometimes people feel more involved if they have a specific role. By sharing out responsibilities you can make everyone feel important.

Some ideas for roles are:

- making sure the library is tidy when you leave
- collecting any resources that you need for the session
- explaining what the group has been talking about
- reading with a younger student.



Behaviour in the library

There are libraries all over the world. Some libraries are very large and have millions of books, other libraries are very small and may have just a few special books.

People use libraries for lots of different reasons. They might go there to:

- borrow a reading book
- research specific information
- use the computers
- read in a quiet place
- meet a reading group.

Most libraries have strict rules to make sure that the books are looked after and that the library is a quiet, peaceful place. Some common library rules are:

- no shouting or silly behaviour
- put your book back where you found it
- treat the books with respect.

Your group might not know how to behave in a library when you start your first session. Share the information above with the group and try the activity below.



1. Ask your group the following questions.
 - Why do you think libraries have rules?
 - What do you think our library rules should be?

2. Between you, decide on the **three** most important rules for your library.



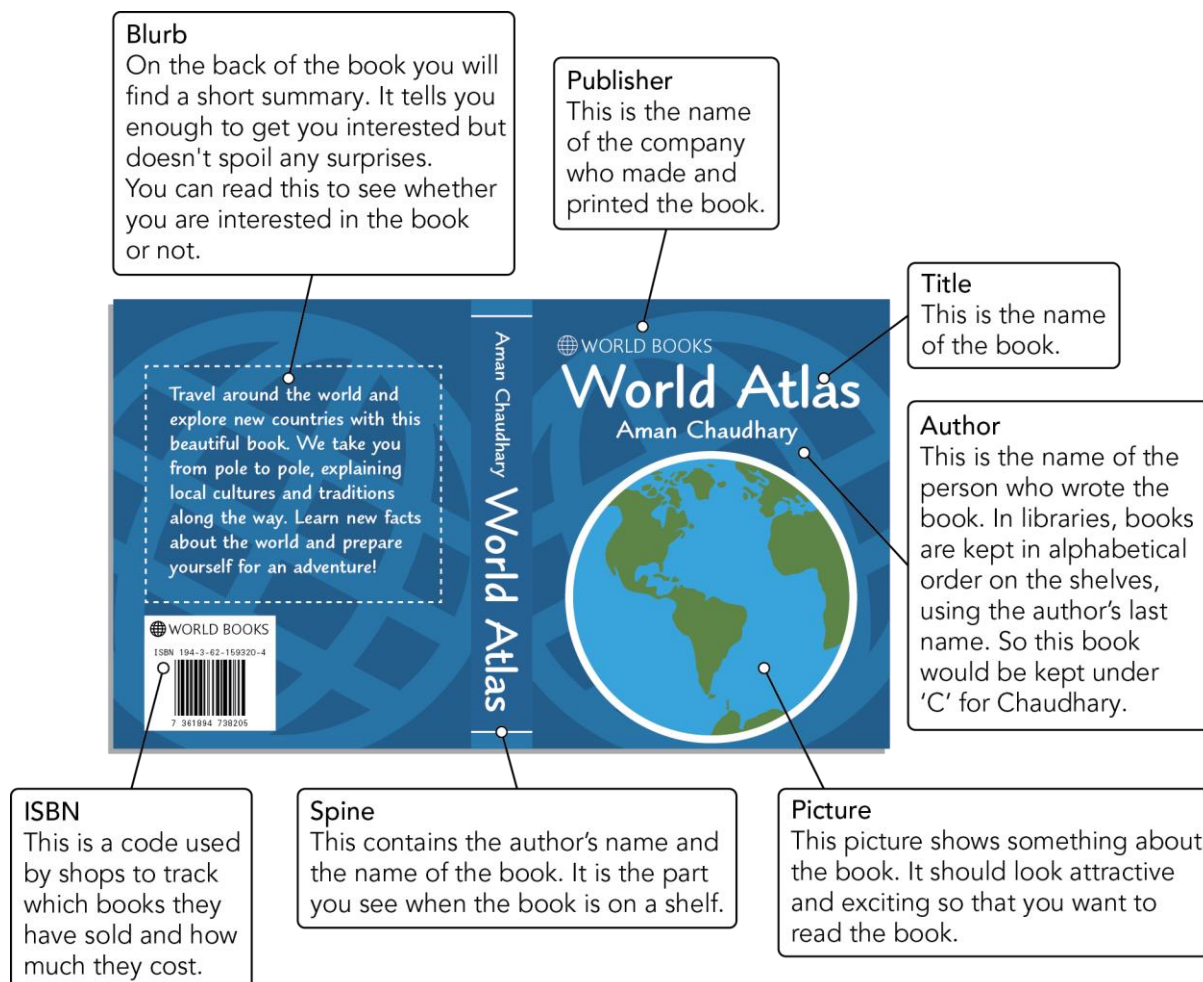
3. If you can, write your group name on the top of a sheet of paper or blackboard and, underneath, write down your library rules.



If allowed, you could decorate and display your rules in your library. You could even get your group to sign them to show that each member agrees.

Book covers

You will need to be familiar with the different parts of a book so that you can talk about them confidently.



To help your group become confident with the different parts of a book, try the activity below.



1. Each student should choose a book from the library shelves. Then, take it in turns to identify the parts of a book cover. Read the blurb out loud.



2. Design your own book cover for an imaginary book. You could base it on a story you know or make up your own story. Look at the following titles for inspiration:
 - My Life
 - A Surprising Event
 - The Secret.



Alternatively, you could discuss your ideas and describe how you would draw the cover.



Leading a discussion

Many worksheets include discussion questions. It is part of your job to make sure that **everyone** gets the chance to join in with these activities. Some groups might be talkative, others might be quiet. In both cases, you might need to use the methods below to help the discussion to run smoothly.



1. Open questions

Questions that can be answered with just a 'yes' or 'no' are called closed questions. These don't work very well in discussions. People will talk more when you use open questions because these need more explanation to answer. To ask an open question, start your questions with:

- what...
- how...
- why...
- describe...
- explain...
- if...



2. Managing discussions

Sometimes people talk over each other. If this happens in your group, try some of the methods below to make sure that everyone gets heard.

- **Use names**
Using a person's name shows that only that individual should answer the question. This should stop anyone else shouting out.
- **Take it in turns**
Work your way around the group so that everyone gets a chance to speak in turn. This works well when you are sitting in a circle.
- **Talk in pairs or small groups**
Discuss a question in pairs or small groups and then choose one person to summarise the discussion.
- **Set a time limit**
It is a good idea to set a time limit for your discussions to make sure that you have time for other activities. Five minutes is usually enough.



3. Be sensitive

Not everyone feels confident speaking in front of a group. Don't push others to talk if they seem uncomfortable and remember to thank everyone for joining in. The more valued people feel, the more they will want to join in.

Sometimes people can disagree in discussions. Make it clear that everyone is allowed an opinion and try to make sure that everyone stays respectful. If you have any problems, report them to a member of staff immediately.



Reading games

The activities below can be completed at any time. Try using one at the beginning or end of a session as a fun activity to get everyone focused and feeling positive. You could also use them as rewards for good behaviour.



1. Story circle

Choose one story book from the library and sit in a circle.
Read the first line of the story out loud. Close the book.
Take it in turns to make up the next sentence of the story.
Set a time limit or continue until your story comes to a natural end.

To make this activity even harder, take it in turns to say just one word each time!



2. Mime

Ask everyone in the group to close their eyes.
Choose a book from the library shelves and remember the title.
Put the book back.
Ask everyone to open their eyes.
Without speaking, act out the title of the book and allow the group to guess which book you chose.
When someone guesses correctly, let them have a go!



3. Predict the future

Choose one story book from the shelves and sit in a circle.
Read the first page of the story out loud.
Ask the group: 'What happens next?' and 'Why do you think that?'
Share ideas.
Pass the book on and let the next person read the second page.
Were your predictions correct?



4. 20 questions

Think of a character from a book that your group already knows.
It could be a famous character, or one that you have read about together.
Now imagine you **are** that character.
Your group should take it in turns to ask questions to try to work out who you are.

The rules are:

- the students can only ask questions with 'yes' or 'no' answers
- the students can only ask 20 questions altogether
- each person can only guess who you are when it is his/her turn
- if someone makes a wrong guess, he/she must miss a turn.

If someone guesses correctly, the group wins. If not, you win!