I'm going to Hoyland Library

Before I go to the library

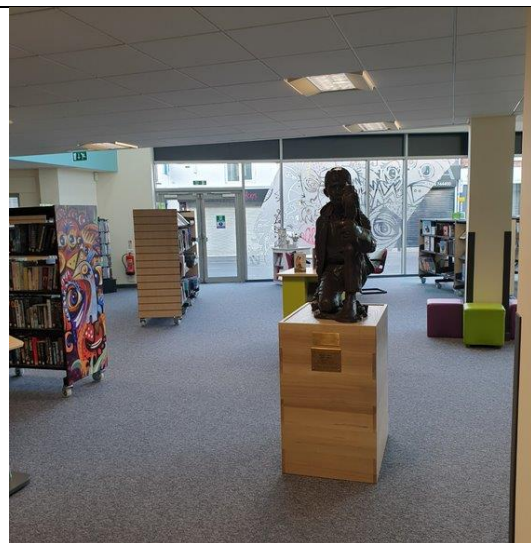|	
I'm going to Hoyland Library	
If I am nervous about going I can talk to someone and ask questions first. I can call 01226 773555 I can also send a message to the library on Facebook - https://www.facebook.com/BarnsleyLibraries	
I can ask for a tour of the library	

About the library	
There are people who work at the library who I can talk to	
The library has space to sit and read books.	
The library can be noisy sometimes. I can contact the library to find out if there are any large groups scheduled to attend at the time I plan to visit.	

There are public and disabled toilets in the same building as the library – I can ask a member of library staff to direct me if I'm unsure.

How I become a member of the library

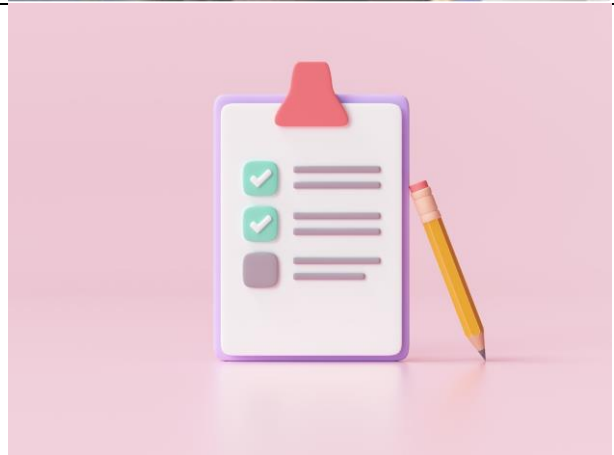|	
I can join the library online (here) or by visiting the library Whether I join online or in person, I need to bring something with my name and address into the library. This could be a bill, driving licence, or bank statement	
When I get to the library I will see a desk	

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. They will also ask for my gender, ethnicity, the language I speak and if I have any disabilities – I can choose not to give an answer if I don't want to share those details.	
I will show them identification. This can be a driving licence, bank statement or household bill. It should have my name and address on it.	

The person I am talking to will type all the details I give them into a computer and I will be given a library card
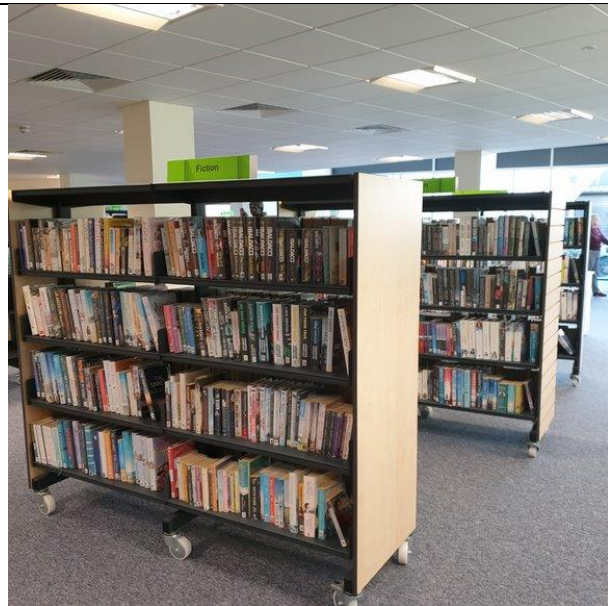
When I visit the library

In the library there will be shelves of books and audio books. There are fiction and non-fiction books, for adults and for children.

It's okay to borrow and read a children's book if you're an adult.
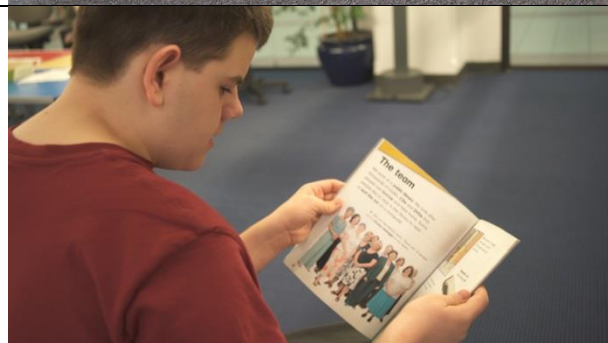
There are also large print books, comic books and books about local history.

I can sit in a chair to read a book.

I can borrow a book and take it home with me.

If I want to borrow a book I will talk to a member of the library staff.	
The staff will scan my library card and scan and stamp the book with a return date and will tell me when I need to bring it back to the library.	

The library also has some computers.

The computers are free to use.

To use the computers I can reserve a time by going online. I will need my library card number and my PIN number to log in and book a computer.

I can also turn up to the library without booking a computer – I might have to wait until a computer becomes available for me to use.

I can ask the person working at the library to help me log in to the computer. They can also help me if I get stuck with something on the computer.

When I have finished I will leave the library.