

Community Library Hub Proposal

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| Council Meeting: | Shire of Trayning Council |
| Item: | Community Library Hub Proposal |
| Author: | Vicki Macdonald, Principal, Trayning Primary School |
| Date: | 8 June 2026 |

Purpose

To provide Council with information regarding the proposed Community Library Hub at Trayning Primary School to support informed decision-making.

Background

Trayning Primary School proposes a shared-use Community Library Hub to expand access to literacy resources, strengthen community engagement, and maximise the use of existing facilities and opportunities for intergenerational engagement.

Through this project we hope to:

- Enhance community services and facilities.
- Strengthen community participation and connection.
- Support lifelong learning and social wellbeing.

Following initial discussions, additional clarification has been requested by the Chief Executive Officer regarding operational and governance considerations.

Proposal

The Community Library Hub will operate during school days, with controlled community/public access, supported by clear supervision, sign-in processes, and restricted access zones.

Key Considerations

There will be supervised access and restricted zones within the school that will be clearly marked with direct entry/exit pathway to library available through the Staff Carpark.

Directions with signed and safe access to staff toilet facilities will be made available.

Movement of visitors will be restricted to approved areas only to ensure student and community safety.

Parking is available in the staff car park or in the marked bays on Adam Street.

Student and Adult collections will be separated. In general, the students will have their library access outside of the hours proposed for community access, unless there is a specific event, at which time the community will be advised and perhaps an invitation extended to attend the function/activity.

The library will be staffed by Trayning Primary School staff trained in the library system.

The library will be open for community access for set hours during the school term.

The library will be open for community access for set hours during the school holidays.

A published timetable will be made available to ensure clarity around availability.

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Opportunities for community partnerships and volunteer support will be explored to enhance sustainability.

Any changes to times will be made available on the Trayning Shire site and the Trayning Primary School Facebook page.

Times that may be suitable but are open for negotiation and adjustment may be as follows;

- 1:00pm to 3:30pm Monday to Friday
- There is a possibility to include some am hours.

Possible activities could be (but are not limited to):

- public reading events
- possible author workshops
- Mothers and Father's Day activities
- Grandparents' day activities
- Read to a student day
- Afternoon tea with an Elder
- Family events
- Christmas Carols in the Library

Separation.of.Children-Adult.Books

The library will maintain clearly defined sections:

- Student/children's collection
- Adult/Community collection

This will ensure age-appropriate access and supports for both educational and community use.

Financial.Implications

Any freight costs, staffing costs, etc associated with sourcing or exchanging library resources will be managed through existing school/library arrangements.

Risk.Management

Risks relate to supervision, safety, and sustainability. Mitigation strategies include controlled access, clear procedures, and compliance with policy and procedures.

Recommendation

Council is invited to review, provide feedback, and support further collaborative planning.