



Beaumont School

Austen Way St Albans Hertfordshire AL4 0XB t: 01727 854726

www.beaumontschool.com e: admin@beaumont.school

Headteacher: Mr M Atkinson e: head@beaumont.school

Your Takeaway Library has arrived!

From 8th June the Library will be offering a **Click-and-Collect service** every Monday **between 9.30am and 10.30am**. You will be able to **reserve** a book on the new WebApp **Accessit** and **collect it at reception**:

How to reserve a book on Accessit:

- Go to the Beaumont Distance Learning site <https://learn.beaumont.school/> and click on **Accessit**.
- Click on **Guest** and **log in via SSO** – (Single Sign On = your school login details).
- **Search** for a book by title or author.
- Click on the **book cover**.
- Click on **Make a Reserve/Booking**.
- Click on **Reserve**.
- Alternatively you can search for the book and **drag and drop it into the Reserves tab** at the top.
- Click on **your name** and on **My Borrower Details** to check your borrower status.

See below for detailed instructions!

Once you have reserved the book, we will search for it in the Library, disinfect it and place it on a **trolley at reception**. Please wait in front of reception on Monday between 9.30 and 10.30 and the the Librarian will hand the requested book to you wrapped in a plastic bag.

There will also be a **returning box in front of reception**, so you can return your books at the same time. Once returned, the books will be quarantined for three days according to Library Association guidelines.

We keep reserved books for you for two weeks only, so it's important that you check your emails regularly.

If you are not sure what book to borrow, you can choose a book from one of the recommended book lists on **Accessit**. Click on the **Quick Lists** tab at the top, **select a reading list** and search for a book. We are also happy to give personalised book recommendations, just email us and let us know what genres you like and we will make some suggestions. Please use the following email address: library@beaumont.school

Note that we have renewed all items that are already on loan until 5th September.

Visit our new Library website <https://learn.beaumont.school/enrichment/library> to find out more information about authors and reading and scan our reading lists for more book recommendations <https://learn.beaumont.school/enrichment/library/reading-lists>.

Happy reading!





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How to reserve a book on the WebApp Accessit – Step by Step Guide

1. Go to the Beaumont Distance Learning site <https://learn.beaumont.school/> and click on **Accessit**.
2. Click on **Guest** and **log in via SSO** – (Single Sign On = your school login details).
3. **Search** for a book by title or author
4. Click on the **book cover**.

The screenshot shows the 'Beaumont School Library' web application. At the top right, the user name 'Karin' is displayed. Below the navigation menu, the search bar contains 'Harry Potter'. The search results are displayed in a grid of book covers. A red arrow labeled '2' points to the user name 'Karin'. A red arrow labeled '3' points to the search bar. A red arrow labeled '4' points to a book cover in the grid.

5. Click on **Make a Reserve/Booking**.





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Harry Potter and the Goblet of Fire

Author: Rowling, J.K
Book 3 copies available

Classification: FIC
Accelerated Reader: [Quiz: 202678](#), Book Level: 6.8, Points: 32
Keyword: Adventure, Fantasy, Fantasy & Magical Realism (Children's / Teenage), General Fiction (Children's / Teenage), Harry Potter, Interest Age: From C 9 Years, Magic, Wizards
Summary: The Triwizard Tournament is to be held at Hogwarts. Only wizards who are over seventeen are allowed to enter - but that doesn't stop Harry dreaming that he will win the competition. Then at Hallowe'en, when the Goblet of Fire makes its selection, Harry is amazed to find his name is one of those that the magical cup picks out. He will face death-defying tasks, dragons and Dark wizards, but with the help of

Write a review
Add to My List
Make a reserve / booking

Copies (4) Reviews Contents

A red arrow points to the 'Make a reserve / booking' button, which is labeled with the number 5.

6. Click on **Reserve**

Harry Potter and the Goblet of Fire

Reserve/Book the first available copy

Status	Classification	Location
Fiction		
<input type="checkbox"/> Res. 7 Sep, 2020	FIC	Main
<input type="checkbox"/> Res. In	FIC	Main
<input type="checkbox"/> Res. In	FIC	Main
<input type="checkbox"/> Res. In	FIC	Main

Write a review
Add to My List
Make a reserve / booking

Information Copies (4) **RESERVE** Reviews Contents

A red arrow points to the 'RESERVE' button, which is labeled with the number 6.





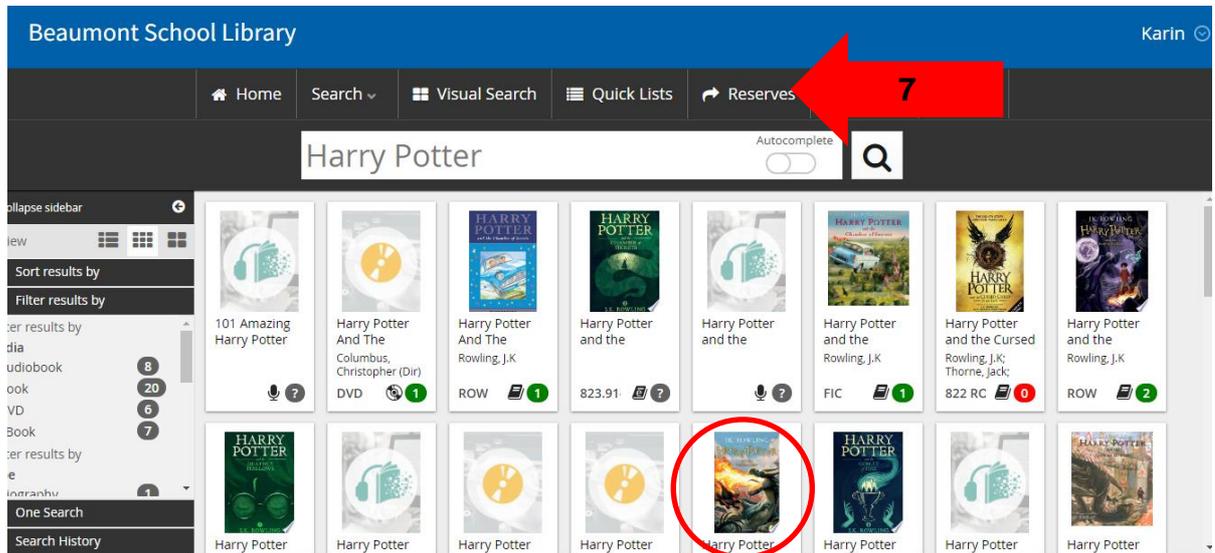
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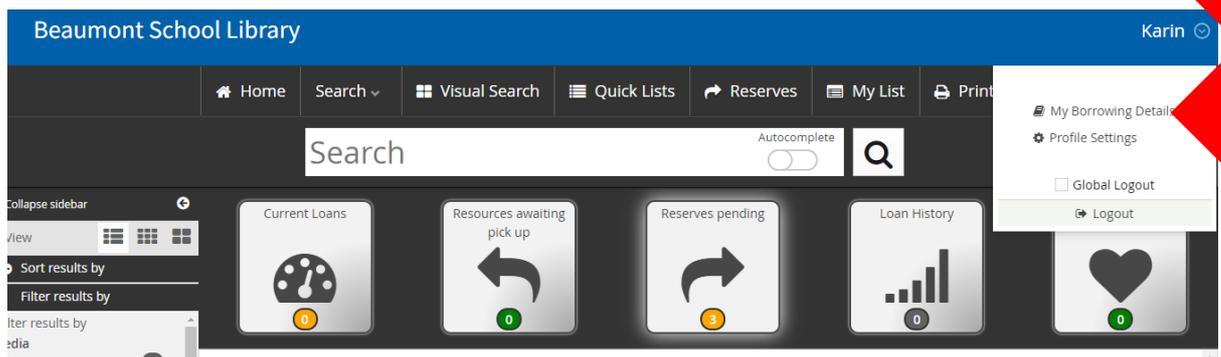
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7. Alternatively drag and drop the book you have selected into the Reserves tab.



Click on your name and on My Borrower Details to check your borrower status.



On the WebApp dashboard you can watch a video on

How to use your library Web App to maximise your search.





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Mrs Mayer-Khan, Mrs Shepard and Mrs Hicks



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