

OPENING HOURS

TH 11/09 Rev. 8

Monday to Friday 10.00am – 5.30pm

closed for lunch 12.30pm – 1.30pm

Saturdays

Our Saturday opening times for 2009-2010 are 9.30am to 1.00pm at both sites on the following dates (please phone to confirm):

5th December 2009

3rd July 2010

No Saturday opening in Jan '10

No Saturday opening in Aug '10

6th February 2010

4th September 2010

6th March 2010

2nd October 2010

10th April 2010

6th November 2010

8th May 2010

4th December 2010

5th June 2010

No Saturday opening in Jan '11

Please Note: The Resources Centre is closed on bank holidays, and over the Christmas and Easter periods.

Out of Hours Visit Requests

Groups wishing to visit the Resources Centre out of office hours may do so by prior arrangement. Please contact the Director on :

0191 375 0586

If you require something specific, please telephone or email before you visit or check on our online library catalogue:

www.resourcescentreonline.co.uk

email: enquiries@resourcescentreonline.co.uk

MEMBERSHIP

There is an annual membership fee*.

Bears Book Club/ Students under 18	FREE
Students/ OAPs/ Unwaged Persons	£10.00
Adults	£18.00
Small Group Membership (up to 4 members)	£45.00
Group Membership (up to 12 members)	£85.00

Membership entitles you to freely access and borrow resources including DVDs, Videos and CDs. Artefacts Boxes, Godly Play Boxes & Banners are subject to an additional charge. Members may receive individual advice/support, an annual newsletter, access online services, photocopying facilities and, at Percy Main, word-processing.

****Please note that proof of address will be required before you can join. We only accept cash and cheques (with a valid guarantee card).***

Conditions of Membership

- **Please take care of the resources you borrow.**
If resources are lost or damaged you will be charged for the replacement cost of the item.
- **Please bring your library ticket with you each time you borrow.**
If you lose your ticket there will be a replacement charge of 50p.
- **Please notify the library immediately of any change of personal details or any difficulties you may experience with your borrowing**
- **Please return all items by the date due.**

Fines for overdue items are 15p per item per day.

Borrowing Rules

Adult Members

May borrow up to 10 items including 5 videos/DVDs (limited to 3 from any one section)

May renew items for another four-week period by telephone or email. The system does not allow for further renewals and fines will accrue on overdue items.

Bears Book Club Members

May borrow up to 3 items including 1 video

Overdues and Fines

Please return all items by the date stamped on them. Members who have very overdue items/fines will have their borrowing rights suspended.

Procedure for following up overdue items/fines:

Members who have overdue items are contacted by letter when items are 7, 17 and 27 days overdue. The third overdue reminder includes an invoice for fines. After 37 days an invoice will be sent out for the full cost of fines and replacement of the items. **Please note:** This procedure is a courtesy. Members are responsible for their own borrowing and we reserve the right to pursue outstanding debts.

Payment of Fines:

Fines and other charges can be paid by cash and cheque only, with cheques made payable to NERLRC Ltd.

- **We do not accept debit/credit cards.**

MEMBERSHIP BENEFITS

- **Loan Service**

We have a comprehensive collection of over 34,000 resources and an extensive theology collection. Resources include books, CDs, DVDs, slides, videos, and posters.

- **Buying Books through us**

A resource ordering service offering discounted prices to members whenever possible. Order forms are available from staff.

- **Bear's Book Club**

We have a specialist collection of books and videos for children. Bear's Book Club is a free club for children of members under the age of 12 who can borrow, enjoy learning and win prizes!

- **Sheila Hamil Collection**

Held at Percy Main, this includes a large collection of Christian resources for assemblies.

- **Consultancy**

Appointments may be made with the Director for those members requiring specific support. Please phone 0191 375 0586

- **Durham Cathedral Library**

Membership of the Resources Centre also facilitates membership of the Durham Cathedral Library. For details of the Cathedral Library please ask Resources Centre staff or visit:

www.durhamcathedral.co.uk or telephone 0191 386 2489.

- **Banners**

The Resources centre has 9 New Life Banners. The Banners cost over £143.75 each (+P&P) to buy but can be borrowed from the Resources Centre for 4 weeks for £5.00. Titles include:

Crucifixion	Cross and Crown of Thorns
Resurrection	Women at the foot of the cross
Women at the tomb	Rushing Wind
Burning Flame	Bread of Life
Cup of Love	

- **Artefacts and Godly Play Boxes**

The Resources Centre has boxes of artefacts relating to the 6 major faiths, and several Godly Play narratives. Each box may be borrowed for 4 weeks at a cost of £5.00 (£2.50 for Godly Play) per box. To avoid disappointment please make your reservations in advance. *See below for a full list.*

GODLY PLAY

Sets Currently Available for hire at the North East Religious Learning Resources Centre

- The Circle of the Church Year (Newcastle Only)
- Creation
- The Flood and the Ark
- The Great Family
- The Exodus
- Jonah the Backward Prophet
- The Holy Family
- Advent
- Holy Baptism
- Parable of the Good Shepherd
- Parable of the Good Samaritan
- Parable of the Great Pearl
- Parable of the Sower
- Parable of the Leaven
- Parable of the Mustard Seed
- The Faces of Easter
- The Mystery of Pentecost
- The Good Shepherd and World Communion
- Jesus and Bartimaeus
- Jesus is Baptised (at Durham only)
- Jesus and the Children (at Newcastle only)
- Jesus and Zacchaeus
- Jesus the King
- The Last Supper

ARTEFACTS BOXES

Artefacts Boxes Currently Available for hire at the North East Religious Learning Resources Centre:

- Buddhism
- Chinese New Year
- Christianity Worship
- Christianity Festivals
- Hindu Wedding Set
- Hinduism Celebrations
- Hinduism Festivals
- Hinduism Worship
- Icons
- Islam Celebrations and Festivals
- Islam Faith
- Islam Worship
- Judaism Celebrations
- Judaism Passover
- Judaism Shabbat
- Judaism Worship
- Sikhism Celebrations and Festivals
- Sikhism Worship

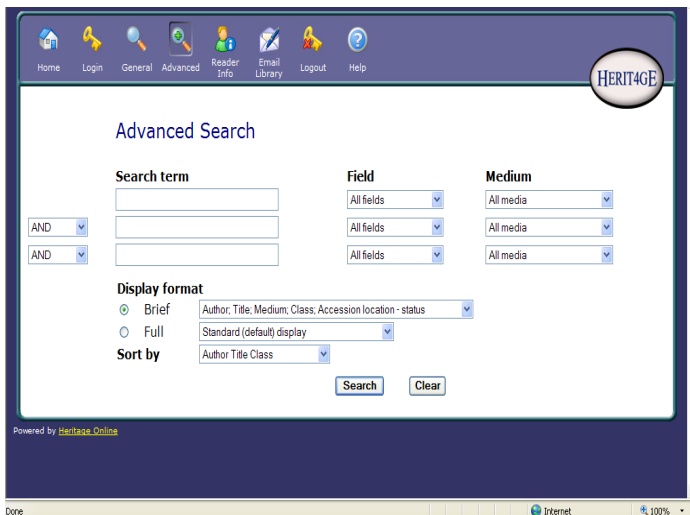
Also available:

Individual artefacts and smaller shrine sets can be borrowed free of charge. Also soft toys and jigsaws available.

Parachute – Can be booked in advance and hired for £5

USING THE LIBRARY CATALOGUE

The catalogue can be accessed by members and non-members on the internet from the Resources Centre website. This allows you to search the 34,000 catalogued resources held at both sites.



The screenshot shows the 'Advanced Search' page of the Heritage Online library catalogue. The page has a dark blue header with navigation icons and a 'HERITAGE' logo. The main content area is white and contains the following search options:

- Search term:** Three empty text input fields.
- AND:** Two dropdown menus, both set to 'AND'.
- Field:** Three dropdown menus, all set to 'All fields'.
- Medium:** Three dropdown menus, all set to 'All media'.
- Display format:** Radio buttons for 'Brief' (selected) and 'Full'. A dropdown menu for 'Brief' is set to 'Author: Title: Medium: Class: Accession location - status'. A dropdown menu for 'Full' is set to 'Standard (default) display'.
- Sort by:** A dropdown menu set to 'Author Title Class'.
- Buttons:** 'Search' and 'Clear' buttons.

At the bottom left, it says 'Powered by [Heritage Online](#)'. The browser status bar at the bottom shows 'Done', 'Internet', and '100%' zoom.

- to search the catalogue enter the item's author and a few keywords from the title: the catalogue should display the required results.
- individual search results can be viewed by clicking on the items. This will provide the full details of the catalogue record, including whether the item is available and the shelfmark which will indicate the item's exact location on the shelf.

Members who request and use a PIN may also:

- View and renew items on loan (conditions apply)
- *reserve items on loan to other members*