

Procedure for Removing Books for the Classroom and/or Library

As approved by the PHS Media Committee 2014

Your Name:

Are you a parent or a student: Y / N

Name of the Book:

Author:

Have you read the book in its entirety? Y / N

*If you have not read the book in its entirety, please, discontinue this form until you have done so. The book must have been read by you before the process of removing the book for others to read can continue.

Summary of the book in your own words:

Reason for proposed removal of the book:

Please, be as specific as possible so that we can best address your concerns. If necessary, attach a longer rationale in a separate document.

What do you feel will be the result of reading this book?

What did you like about or find positive in the book?

Who is this book appropriate for? What age groups should this book be made available for?

What action would you like the school to take?

What now?

This form begins the reevaluation process. Members of the Media Committee at Pickens High School (Including: The Media Specialist, Media Clerk, Two members of the Faculty, one Administrator, One Parent, and at least One Student) will read the material and fill out the following form included for your information. The action determined by the Media Committee will be final. Please, be aware that during the reconsideration process – which will take no more than 45 days – the material referenced by this form can only be made unavailable for your own child and not the school as a whole.

American Library Association Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

Evaluation of Library Materials
For Members of the Media Committee

Date: _____

Title for Reconsideration: _____

Evaluator: _____

Evaluator's Job Title: _____

1. I have read or viewed the entire book Yes _____ No _____

2. Did you find the material in question objectionable? Why or Why not?

3. Is there any age or group that should be allowed access to this material? If yes, who or what group?

4. Is there any age or group that should not be allowed access to this book or video? If yes, who or what group?

5. What action should be taken concerning this material?

_____ No action

_____ Remove from the school media center

_____ Restrict to specific approved groups

_____ Other (explain)