



**East Greenwich Free Library**  
Knowledge is Priceless

## **East Greenwich Free Library Request for Reconsideration of Materials**

The choice of library materials by patrons is an individual matter. The library recognizes that some materials may be controversial or offensive to an individual, but maintains that individuals can apply their values only to themselves. Parents and legal guardians have the responsibility and right to guide the values of their children. As such, parents and legal guardians are responsible for the materials that their children borrow and should make decisions accordingly.

The East Greenwich Free Library supports intellectual freedom and the right of library users to read and seek information. The Library endorses the [American Library Association \(ALA\) Freedom to Read Statement](#), [Freedom to View Statement](#), the [Library Bill of Rights](#) and all relevant [interpretations](#).

East Greenwich residents requesting reconsideration of library materials must complete the East Greenwich Free Library Request for Reconsideration form (below) in its entirety. Only signed, completed forms will be considered. The Library Director will acknowledge receipt of the form within fifteen business days.

The relevant library staff will review the library material to ascertain whether it meets the standards set forth in the library's Collection Development Policy, and will make a written recommendation to the Library Director as to the validity of the request. During this process the material in question will remain on the shelf and available for circulation. The Library Director will respond to the request for reconsideration within thirty days. This timeline allows the library staff to evaluate an item in its entirety rather than focusing on portions of the content.

The Library Director, after reviewing the recommendation, will render a decision on the requested action and will notify the patron of said decision. A final appeal may be made to the Library Board of Trustees.

- Decisions regarding materials that are part of a series may be applied to the entire series.
- The library does not accept lists of items for reconsideration. Each item must be accompanied with an individually completed reconsideration form.
- A title will only be considered for reconsideration once in a thirty-six month period.

A copy of the request form without identifying patron information will be sent to the ALA Office of Intellectual Freedom and the Rhode Island Library Association (RILA) Intellectual Freedom Committee. The request form in its entirety may be publically available per [RIGL 38-2](#).



# East Greenwich Free Library

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## Request for Reconsideration

Please complete this form and return it to the Administration Office

Date\_\_\_\_\_

Name\_\_\_\_\_ Phone Number\_\_\_\_\_

Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

Email\_\_\_\_\_

Do you represent

Yourself  An organization (check one) Organization Name\_\_\_\_\_

Have you read the East Greenwich Free Library's Collection Development Policy?

Yes  No

Resource on which you are commenting:

Movie  Magazine  Audio Recording  Book/ebook  Newspaper

Digital Resource  Program  Display  Other

Title:\_\_\_\_\_

Author/performer/producer:\_\_\_\_\_

Date (if commenting on a program):\_\_\_\_\_

Is the title part of a series?

What brought this resource to your attention?

Have you examined the entire resource? If not, what sections did you review?

What are your concerns? Please be specific cite pages, excerpts or scenes whenever possible.

What action are you requesting the library to consider?

Thank you for your comments. The Library Director will contact you within 15 business days regarding your concerns.

This form should be completed in its entirety and mailed to:

East Greenwich Free Library

82 Peirce Street

East Greenwich, RI 02818 attn: Library Director

A copy of the request form without identifying patron information will be sent to the ALA Office of Intellectual Freedom and the Rhode Island Library Association Intellectual Freedom Committee. The request form in its entirety may be publically available per RIGL 38-2.

Approved by the EGFL Board of Trustees November 13, 2024