

SELECTION POLICY FOR WESTERN HEIGHTS LIBRARY/MEDIA CENTERS  
PERTAINING TO PRINT AND NON-PRINT MATERIALS

Materials for the library/Media Centers shall be selected by the Librarian with the cooperation of the faculty, the administration, and in some instances the students. Final decision on purchases should rest with the librarian.

The primary objective in the selection of library/media materials is to implement, enrich, and support the educational program of the school. Materials should be provided which will develop the reading skill of all students and meet their literary tastes. The Library/Media Center should contribute to the development of the social, intellectual and educational values of the students.

THE CRITERIA FOR SELECTION OF LIBRARY MATERIALS:

1. NEEDS OF THE SCHOOL
  - a. Based on present collection
  - b. Based on knowledge of the curriculum
  - c. Based on requests from administrators and teachers
2. NEEDS OF THE INDIVIDUAL STUDENTS
  - a. Based on knowledge of children and youth
  - b. Based on requests of students, parents, and other patrons
3. Provision of a wide range of materials on all levels of difficulty, with a diversity of appeal and the presentation of different points of view
4. Provision of materials of high artistic quality that can extend and/or interpret the story. Materials with a lot of pictures need to be in a union with the text in an artful appeal.
5. Provision of materials with a superior format that aims towards high standards of literary quality. Materials must maintain accuracy and clarity of information with appeal to the level for which it is geared.

Selection of materials will be assisted by reading, examination, and by checking reputable, unbiased, professionally prepared selection aids. Materials should be reviewed at least twice before consideration of purchasing by professional literature.

There shall be the fullest practical provision of material presenting all points of view concerning the problems and issues of our times, and on an international, national and local level. Books or materials of an obscene nature or those advocating overthrow of the government of the United States by force or revolution shall not be recommended.

Censorship of books shall be challenged in order to maintain the school's responsibility to provide information and enlightenment. If the inclusion of a title on the library shelves is questioned, the librarian shall have a Citizen's Request for Reconsideration of a Book form turned in by the person who questions the material. This form shall be filled out and submitted to the principal. Allegations thus submitted will be considered by a committee among the faculty which will be appointed by the principal, along with the person filing the form. This committee will be in the subject matter field of the book or material challenged and the challenged book or material will be judged by the committees to its conformity to the principles stated above. The books or materials involved will be suspended from the shelves pending a decision by the committee. Gifts to the Library/Media Center will be judged upon the same basis as purchased materials.