



CONFIDENTIALITY OF LIBRARY RECORDS POLICY NO. 7

It is the policy of the Walla Walla Public Library to protect the privacy of any library customer who uses the Public Library. The library shall not yield any information about the library's customers or their reading to individuals or to any private or public agency, local, state or federal, without an order from a court of competent jurisdiction.

The library will adhere to and follow the Public Records Act including but not limited to RCW 42.56.310 which states "RCW 42.56.310: Library records.

Any library record, the primary purpose of which is to maintain control of library materials, or to gain access to information, that discloses or could be used to disclose the identity of a library user is exempt from disclosure under this chapter."

Information gathered about library customers shall be limited to that which is necessary to retrieve borrowed materials.

Parents and guardians can access their children's accounts to see when items are due, pay charges, pick up holds, manage notifications, and update contact information. When children turn 13, we protect their privacy and will not allow parents or guardians to access their accounts. The library will not provide information about items checked out, or other library use to parents after a child turns 13.

Information concerning outstanding charges or unreturned overdue library materials checked out by individuals may be divulged or made public by the library in seeking to recover such materials.

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