

# California Freedom to Read Act Process and Checklist

To help libraries be compliant with the California Freedom to Read Act, the State Library will review collection development policies following this process and checklist:

1. Review the collection development policy from a library in accordance with the checklist and verify the following statements are true:
  - ☐ The library posted their collection development policy on their public website.
  - ☐ The policy establishes a process for community members to share their concerns regarding library materials and to request that library materials be reconsidered for inclusion in the library's collection.
  - ☐ The policy guides the selection and deselection of materials.
  - ☐ The policy contains the following statements:
    - ☐ The "collection meets the broad and diverse interests of the community and respects both the library's autonomy and their specific community needs."
    - ☐ The "public library serves as a center for voluntary inquiry and the dissemination of information and ideas."
    - ☐ "Library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole."
    - ☐ The "right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences" is acknowledged.
2. If the policy meets all the requirements on the checklist:
  - a. Update the tracking spreadsheet to show that the library is fully compliant.
  - b. Notify the library that their policy is compliant.
3. If the policy does not meet the requirements on the checklist:
  - a. Return the policy to the library,
  - b. Indicate to the library what is missing,
  - c. Provide additional technical assistance as needed.