



ACCESSIBILITY:

To request this file in large print, please email aoda@wcdsb.ca or call (519) 578-3660.

To Be Completed by Initiator

Date: _____ Initiated by: _____

Address: _____

Telephone Number: _____ Email Address: _____

Representing: Self Group/Organization _____

Complete this area for the resource being discussed:

Title/Name:	Author:
Series:	Publisher:
Copyright Date:	ISBN:
Subcollection: <input type="checkbox"/> Picture Book <input type="checkbox"/> Easy Read <input type="checkbox"/> Fiction <input type="checkbox"/> Graphic Novel <input type="checkbox"/> Nonfiction <input type="checkbox"/> Young Adult	Format: <input type="checkbox"/> Print Book <input type="checkbox"/> eBook <input type="checkbox"/> Online Database <input type="checkbox"/> Kit

Guiding questions for discussion:

1. How did this resource come to your attention?
2. What concerns you about the resource?
3. Did you read, view, or listen to the entire resource?
4. Is the resource a library book, required reading for students, teacher resource etc.?
5. Have you read APO010, WCDSB's Collection Development policy?



To be completed by WCDSB Staff

Summary of discussion:

Date: _____

Received by: _____

What is the outcome?

- Initiator didn't respond to meeting request
- Initiator withdrew Informal Request for Reconsideration
- Library staff decided to withdraw the resource based on WCDSB Weeding Guidelines
- Library staff decided to move the resource to a different collection, based on professional review sources
- Initiator will submit Formal Request for Reconsideration form
- Other: _____

Notice of Collection

Information on this form is collected further to the board's authority under the Education Act and further to the Municipal Freedom of Information and Protection of Privacy Act [MFIPPA]. Information on this form will be used to administer the request for reconsideration. Questions regarding the collection of this information should be directed to the WCDSB Privacy Officer (privacy@wcdsb.ca, 519-578-3660, Ext. 2381).

Completed by: Initiator of request

Distribution: Initiator → Principal OR Learning Commons (Board-operated Libraries)

Retention: School Library OR Main Office OR The Learning Commons CEC (Superseded +1 year)