

Library Rules and Regulations

As a Library User, we ask you:

1. To talk as **quietly** as possible, and **consider** others
2. Only use **mobile phones** in the library when essential
3. To comply with **Copyright Act** when making copies or printing in the library (details beside printer/copier)
4. To comply with HSC conditions of **email and internet use**
5. To treat library resources and facilities with **respect**
6. Not to **take items** out of the library unless it is recorded
7. To **return** or **renew** items on or before the date they are due= or pay a **fine of 5p per day** for overdue items
8. To let us know any changes to your **contact details**
9. To let us know when you **finish your course** or leave your job
10. To have your **membership card** with you when you visit or contact the library

In relation to the processing of your personal data, we are in compliance with the Data Protection (Bailiwick of Guernsey) Law, 2017

For more information in relation to how we are processing your personal data, please visit www.gov.gg/dp