



THE FELLOWS' LIBRARY

ACCESS POLICY

The Principal and Fellows have the right to enter the Fellows' Library during the day and to consult books from the shelves. The Fellows' Library is locked at night.

Stipendiary lecturers have the same right of access to the Fellows' Library as Fellows. **Retained lecturers** must first apply to the Fellow Librarian.

Fellows and lecturers may accompany guests into the Fellows' Library. In particular, they may invite students to see relevant books, but must not usually hold tutorials.

Junior members and external researchers who wish to visit and consult books must make an appointment with the College Librarian. All visits will be supervised by Library staff.

Major benefactors and their guests, as advised by the Development Office, may visit by arrangement with the Fellow Librarian or the College Librarian. All visits will be supervised by the Principal, a named Fellow, or a named member of College staff.

Events in the Fellows' Library, including seminars, exhibitions, and functions, should be arranged initially through the College Librarian. All events will be supervised by the Principal, a named Fellow, or a named member of College staff, who takes responsibility for the event.

Food and drink (including water) are forbidden. Functions involving drinks may take place only with the prior permission of, and under terms set by, Governing Body.

The gallery staircase is kept locked. Fellows and lecturers who require regular access to the gallery must apply to the Fellow Librarian through the College Librarian.

Books are confined to the Fellows' Library. Exceptional requests to borrow books must be made to the Fellow Librarian through the College Librarian. In particular, loans to exhibitions require the approval of Governing Body.

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