



# Providing Spokane Public Library cards to every student in Spokane Public Schools

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## FAQs

### STUDENT ACCOUNTS

#### **What is a Spokane Public Library student account?**

A Spokane Public Library student account is a special library account that uses a student's ID number as the barcode so it's easy for students to remember. There is no physical card associated with these accounts (though you can create one using the bookmark distributed). All Spokane Public Schools students automatically get a student account, unless their parent opts them out.

#### **What is my card number?**

The library barcode of each student account is formatted as follows (with no dash or spaces): 2 7413 081 followed by the student ID number. When you log in to your account using your student ID and password, you will see the card number and barcode displayed at the top right of the page.

#### **What is my PIN Number?**

Your PIN can be viewed at the top right of the page, after you have logged in.

#### **Which school districts are currently participating?**

This program is currently active across all Spokane Public Schools.


#### **What Spokane Public Library resources will be accessible with a student account?**

Students will have full access to Spokane Public Library eBooks and downloadable materials, and databases. Student accounts will also allow students to check out physical materials from Spokane Public Library, access public computers or do printing via Spokane Public Library computers.

#### **How do students begin using their accounts?**

Students can begin accessing Spokane Public Library resources immediately by visiting the Student Accounts page at





[www.spokaneschools.org/students](http://www.spokaneschools.org/students) and click ‘the ‘Clever’ button. Log in like normal. You now have a Spokane Public Library icon in Clever. Students can also use their cards at any of the six Spokane Public Library Locations.

**Do student accounts replace traditional library cards?**

No. If a student already has a traditional Spokane Public library card, he/she will continue to be able to use that card. However, the Student Account cards have no late fines (lost or damaged materials are subject to fees), so we recommend you use the Student Card in place of any card you may already have.

**Are all students eligible for a student account?**

Yes. All students enrolled at Spokane Public Schools are eligible for a student account.

**Will all students have a student account?**

Spokane Public Library is providing accounts to all Spokane Public Schools students. That being said, in some cases, a student’s parent may opt their student(s) out of this program (see “Classroom Cards”).

**Do student accounts have PIN numbers?**

Yes, you can see your PIN number on the top right of the page when you log in to your account.

**Do student accounts expire?**

Yes, the student account expires when they leave Spokane Public Schools.

**Will student accounts work during the summer while school is not in session?**

Yes. Student accounts provide access to the library all year round.

**How are student accounts created?**

The creation and maintenance of student accounts is managed centrally by Spokane Public Library using data provided by the school district.

**How do new students get an account?**

Using data updates provided by the school district, Spokane Public Library will create a student account for each new student automatically.





## Can school district staff get an account?

All Spokane Public Schools staff members will receive a Spokane Public Schools library card and can access the system using their SPS email address. Staff accounts will also have no late fines, however lost or damaged materials are subject to fees.

## How is student's access to materials controlled?

Those under 18 have restricted access to objectionable sites on our *in-library* computer terminals. [Here is our official internet policy.](#)

While we do have technology in place to help protect internet browsing, the cards do not have any restrictions on materials that can be checked out. The library does not take the role called *in loco parentis* (in place of the parent). We encourage parents or caregivers to be involved in the reading choices of their children.

The Library Board of Trustees has adopted a range of policies, including the [ALA Library Bill of Rights](#) which explains the issues to be considered regarding access to materials for our customers.

## CLASSROOM CARDS

### What are classroom cards?

Given that some students may be opted out from having student accounts, Spokane Public Library is providing a set of classroom card numbers to each school to enable teachers to use Spokane Public Library resources for in-class instruction. Teachers may obtain a classroom card number from the school library or school office for use in the classroom by students who do not have student accounts.

### What should I do if a classroom card is lost?

If a classroom card goes missing after a classroom session, please report the barcode number of the missing card to [schoolcards@spokanelibrary.org](mailto:schoolcards@spokanelibrary.org).

### Don't see the answer to your question?

Email [schoolcards@spokanelibrary.org](mailto:schoolcards@spokanelibrary.org) or stop by a branch.

