

GALLAGHER LAW LIBRARY 24/7 ACCESS FOR LAW STUDENTS, FACULTY, AND STAFF

1. Library staff will ordinarily not be here outside of normal posted hours.
2. Call 911 if you have any security concerns. Campus police are available 24/7. For non-emergencies, call 543-9331. In addition to police and fire department, the dispatcher can contact Physical Plant or whoever is needed for stuck elevators, malfunctioning plumbing, etc.
3. Law school security/building staff will check the library before closing to ensure that no one stays or is hiding.
4. Everyone will be asked to leave at closing. Instead of vacating the library, law students can move to a study room, the Bogle & Gates Law Student Lounge, or the Student Commons on L2. Anyone who is not in one of these locked rooms at closing will need to leave the library and key themselves back in to return.
5. We want everyone in the library to feel safe, so you should not let anyone in except yourself. You may also bring with you one person for whom you will be personally responsible so that you can feel safe walking to and from Gates Hall.
6. If the lights are off when you come in, you will need to turn on the lights. The switch is above the end of the Circulation Desk, just to your right as you walk in.
7. To check out an item (bar-coded items only), fill in the information on the clipboard provided at the Circulation Desk. Any items from the Course Reserve collection checked out overnight are due at opening the next morning.
8. Do not prop our doors open.
9. Be aware that Gates Hall is closed between 1 am and 6 am but law students can return to the library if already inside the building during this time.
10. Drinks in covered containers, please.
11. No food, except in the study rooms, law student lounge, and student commons (just like regular hours).
12. Please recycle and get rid of your trash!
13. Email lawref@uw.edu at any time to ask a reference question. Reference librarians will respond to your question during normal business hours.

Hon. Code **Sec. 2-210**. A student may not take, keep, misplace, or damage the property of the University or of another person if the law student knows or should reasonably know that the student would, by such conduct, obtain an unfair academic advantage. This section is intended to include, but not be limited to, materials in the Library of the School of Law. Other violations of library rules are not covered by the Code, but shall remain subject to the rule-making authority of the Law Librarian, the Dean or the Dean's delegate, or such person or body at the University empowered to deal with violations of library rules.