

Topic: Children's & Teen's Services

2.7 Library Access and Use by Children & Teens

Board Motion Number:	24.026
Date of Original Board Motion Number:	November 19, 2007
Date of Current Issue:	February 27, 2024
Date of Next Review:	2028
Attachments:	1. Open Access Policy for Children 2. Rules of Conduct in the Library

Signature of Board Chairperson (and Date):

Policy

The North Kawartha Public Library Board will ensure that the access to the Library and use of the Library by children and teens is consistent with Ontario Library Association statements on children's and teen's rights in the public library.

Procedures for Children

1. A parent or guardian of a child under the age of 13, by signing the application for Library membership, recognizes that a card will be issued to their child and that the parent or guardian is responsible for the materials borrowed on the card.
2. If a parent or guardian wishes to limit their child's access to Library materials, they should make this known to the child. The Library cannot withhold circulating materials from any patron, regardless of age. (Please see Attachment 1.)
3. A parent or guardian by signing the application for Library membership also accepts responsibility for any loss or damage incurred through the use of that Library card. He or she also accepts that the applicant will obey all rules and regulations of the North Kawartha Township Public Library. (Please see Attachment 2.)
4. Policy statements (Attachments 1 & 2) will be prominently displayed/available in the Library.

Attachment 1. Open Access Policy for Children

Open access policy to be attached to a registration form:

"I understand and agree that my child (individuals under the age of 13) will have unrestricted access to all Library materials.

By signing this application for Library membership, I understand that a card will be issued to my child and I agree to be responsible for the materials borrowed on this card.

I also agree to be responsible for any loss or damage incurred through the use of a Library card issued as a result of this application and further agrees that the applicant will obey all rules and regulations of the North Kawartha Public Library.

I understand that if I wish to restrict my child's access to the Library collection, I would not have given my signed consent to this application for Library membership and that I may instead accompany my child and permit borrowing of Library materials using my parent/guardian membership card."

Letter concerning the library's open access policy:

Dear Parent or Guardian,

The North Kawartha Public Library is pleased to see children (individuals under the age of 13) develop good library habits at any early age. These include properly taking care of books and other library materials, responsibility for materials checked out, and returning books on time, so that others may use them. We urge you to make these good library habits known to your children at the time a library card is issued.

You should be aware that Library policy permits all children access to "materials in the system. As a parent or guardian, if you desire to limit your child's access to library materials, you should make this desire known to your child. The library cannot withhold circulating materials for any patron, regardless of age.

There are special regulations governing the use of reference materials and rare and expensive collections. Users should ask a Library staff member regarding their use, when special needs arise.

Attachment 2. Rules of Conduct in the Library for Children and Teens

Food or drinks permitted only in designated areas of the Library.

Respect the right of others to use the Library. This means behaviour which interferes with this right will not be tolerated. (Examples are yelling, fighting or rough-housing.)

No animals allowed in the Library except for working animals (e.g. seeing eye dogs).

No use of inappropriate language (e.g. swearing).

Staff will warn offenders of these rules once. If behaviour continues, the person or persons in question will be asked to leave the Library. The parent or guardian will be contacted where possible by staff

Questions from the public regarding the implementation of these rules shall be directed to the CEO/Librarian.

Staff is required to fill out an incident report form and to submit it to the CEO/Librarian each time someone is asked to leave the Library.