



Dryden Public Library Board

POLICY

SECTION: OPERATIONAL		NO: OP-07
TITLE: Children's Services		Date: October 2021
		Next Review Date: October 2024

1.0 Policy Statement

The Dryden Public Library recognizes the importance of library services for children and therefore develops services, programs and collections to meet their unique needs. The Dryden Public Library is committed to fostering educational, cultural and recreational opportunities for our youngest patrons through the provision of quality library service, delivered with consideration and respect. The Dryden Public Library adopts the principles stated in the Ontario Library Association's *Children's Rights in the Public Library* as a framework for our services for children.

2.0 Scope

The services described in this policy are intended to meet the needs of children as well as those of parents, guardians and adults who work with children.

3.0 Services

3.1 Membership

- 3.1.1 Children's memberships are governed by OP-01 *Circulation*

3.2 Collections

- 3.2.1 Materials for a comprehensive children's collection shall be selected as per OP-02 *Collection Development Policy*.
- 3.2.2 It is the sole responsibility of parents and legal guardians to monitor the reading and material selection of minor children.

3.3 Reference and Readers Advisory

- 3.3.1 Library staff will utilize the full range of qualified staff skills, collections, technology and research tools to answer all users' reference questions and readers' advisory requests, regardless of age and without judgment. Staff will treat all information and readers' advisory requests with confidentiality and respect.
- 3.3.2 Library staff should conduct reference interviews to help understand what each child wants and needs. Library staff should inform children of the variety of resources available to them, including both print and electronic resources.
- 3.3.3 Staff members may assist students in finding appropriate resources for school-related projects, but will not complete research on behalf of students.

3.4 Programs

- 3.4.1 The Library will provide programming for children and families, both in and out of the Library, to stimulate creative potential and to encourage and facilitate the habits of reading, independent learning and use of the Library.
- 3.4.2 Programs will be developed and delivered in accordance with OP-09 *Programming Policy*.

3.5 Computer Usage

- 3.5.1 Children's computer usage is governed by OP-11 *Internet Access*

4.0 Library Space

- 4.1 The Library will provide a well-planned area for children that is distinct from the adult area.
- 4.2 This area should be visually stimulating so that children are able to readily distinguish their own space from the rest of the library.
- 4.3 This area will have furniture, shelves and equipment which are designed for and accessible to children.
- 4.4 The library will ensure that signage is clear and age appropriate.
- 4.5 The children's area is an interactive learning environment where controlled noise levels are tolerated and where users are invited to explore library materials and services in their own way.

5.0 Staffing

- 5.1 The board will support ongoing staff training and professional development in children's services as staffing and budget allows.
- 5.2 The CEO and staff will work together to identify ongoing training needs and opportunities related to children's services, collections and programming.

5.3 While library staff may assist a young person in finding materials they do not act in place of a parent. Parents, guardians and caregivers are responsible for supervising all aspects of their own children's library use.

6.0 Intellectual Freedom

6.1 Children have the right to intellectual freedom and are entitled to open access to all information and services throughout the Library.

6.2 All children will have equal access to the full range of services and materials available to other users.

6.3 In accordance with the Ontario Library Association's *Statement on the Intellectual Rights of the Individual*, 1998, staff will not censor material.

7.0 Unattended Children

7.1 The Dryden Public Library recognizes that children of all ages have a right to a welcoming, respectful, supportive and safe environment when they visit the library. However, the library is a busy public place and library staff cannot assume responsibility for children left unattended within our public facility. Responsibility for the welfare and behaviour of children using the library ultimately rests with the parent/guardian or an assigned caregiver.

7.2 The library is governed by the terms in the Ontario Child and Family Services Act (CFSA) with regards to supervision of children. Specifically sections 79(3) and 79(4) relating to the provision of supervision of children.

7.3 Library staff suspecting abuse or neglect of a child will contact the appropriate authorities.

7.4 The library expects parents, caregivers and teachers to:

7.4.1 Not leave children requiring supervision unattended in or about library premises

7.4.2 Monitor the use of services and collections by children under their care

7.4.3 Be responsible for borrowed materials and fines incurred by children under their care

7.4.4 Be responsible for the appropriate behaviour of children under their care.

7.5 Children nine (9) years old and younger must be accompanied by an adult while in the Library.

7.6 Children over the age of seven (7) attending programs may be supervised by library staff, however this supervision extends only to the scheduled time of the program. Caregivers of children under the age of seven (7) are expected to be present for the duration of all programs. Parents who have questions about program supervision should contact the library in advance of the program.

Related Documents:

Dryden Public Library, *OP-02 Collection Development*

Dryden Public Library, *OP-09 Programming Policy*

Dryden Public Library, *OP-11 Public Internet Access Policy*

Ontario Library Association, *Children's Rights in the Public Library*

History			
Approval Date:	October 2021	Approved by:	A Barton
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