

Boyden Library-Children's Room Use Policy

Thank you for visiting the Children's Room at the Boyden Library. To ensure that our patrons have a pleasant experience during their visits, we have implemented a Room Use Policy that we require all patrons to abide by. This policy coincides with the library's Code of Conduct Policy.

General Usage

The Children's Room of the library is intended for children ages 0-12, and their parents or responsible caregivers/guardians. Children under the age of 10 must be accompanied by their parent, caregiver, or guardian. Adults are required to accompany their child while they are attending children's programs unless stated otherwise by the staff member running the program. Materials in the Children's Room are selected for ages 0-12, but are available to all patrons. Adults who are unaccompanied by a child are welcome to browse any of the children's collections, but may be asked to move to a more suitable area of the library after selecting materials.

We encourage frequent visits by children and their families. However, library staff cannot provide child care or assume responsibility for children's safety. Parents, guardians, and caregivers are responsible for the behavior and safety of their children visiting the library. Children and their adults are expected to behave in a manner conducive to maintaining an appropriate atmosphere in the building. If a child is seen to be violating the library's Code of Conduct Policy, library staff may address the child to correct their behavior or their adult to remedy the situation.

Staff discretion will be used regarding discipline for inappropriate behavior. Discipline may consist of verbal warnings, being asked to leave the building, and/or having library privileges temporarily suspended. Inappropriate behavior is defined as any behavior that is disrespectful or disruptive to patrons and/or staff. The Children's Room has a zero tolerance policy for any form of verbal and/or physical aggression towards staff or patrons, stealing, or willful destruction of library property, and any form of serious misconduct that is concerning or disturbing to staff and/or patrons.

In the Children's Room we...

- Respect others by using quiet voices. Please refrain from yelling or shouting.
- Walk instead of run or stomp.
- Keep our shoes on and remain fully clothed.
- Can enjoy snacks and drinks but we keep them away from books. Please refrain from eating at computers.
- Take care of library materials.
- Share the toys and computers.
- Treat technology carefully. Please do not bang on the computer or keyboards.
- Treat people with kindness and respect.

Treatment of Toys, Materials, and Computers

To keep the materials in the Children's Room intact, we ask patrons to respect the space and leave it clean for the next patrons. Patrons are required to clean up the toys and books that their children have used while visiting. Children who help clean up the toys can come to the Children's Circulation Desk to receive a sticker. We also require patrons to put any books that they have taken off the shelves on the shelving carts placed around the department. Please do not reshelve materials.

Children's Room Computer Use Policy: A patron may log on to the youth computers using their library card and will be granted 30 minutes of time. The computer will warn the patron that their time is running low. Patrons can then ask a staff member to grant them more time which will be given in 30 minute increments. If there is a high demand for computers at that time, staff may deny extra time in order to let everyone have a chance to use the computers. We also ask that patrons do not bang on the keyboard/computer/screen/ and that they ask a staff member for help if something is not working.

Approved by Boyden Library Board of Trustees, April 11, 2023

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