



Leeds and the Thousand Islands Public Library Board

Policy

SECTION: OPERATIONAL	NO: OP-09
TITLE: Young Adult Services	Date: April 2022
	Next Review Date: April 2025

1.0 Policy Statement

1.1 The Leeds and the Thousand Islands Public Library recognizes the importance of library services for young adults; and therefore, develops services, programs and collections to meet their needs. The Leeds and the Thousand Islands Public Library is committed to fostering educational, cultural and recreational opportunities for young people through the provision of quality library service, delivered with consideration and respect. This policy sets out the services to be offered for young adults. The Leeds and the Thousand Islands Public Library adopts the principles stated in the Ontario Library Association's Position on Teen's Rights in the Public Library, as a basis for our service offerings to young adults.

2.0 Scope

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

3.0 Services

3.1 Membership

- 3.1.1 Any young adult who lives within the Township of Leeds and the Thousand Islands, or holds a library card with one of our reciprocal borrowing partners, is eligible for a Leeds and the Thousand Islands Public Library Card.
- 3.1.2 Children 12 years of age or older can apply for a library card without parental consent.

3.2 Collections

- 3.2.1 Materials for a comprehensive young adult collection shall be selected as per *OP-02 Collection Development Policy*.
- 3.2.1 The Chief Executive Officer (CEO) will be responsible for ensuring the maintenance and organization of the collection. The CEO may delegate responsibility for some aspects of the collection to other staff members.

- 3.2.2 The young adult collection will meet high standards of quality and reflect the changing educational needs and personal interests of young adults as well as relevant trends.
- 3.2.3 As per *OP-02 Collection Development Policy*, while the Library aims to supplement and enrich the needs of students, materials are not purchased to fit any particular curriculum.
- 3.2.4 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 Young Adults will have access equal access to Reference and Reader's Advisory services offered by the Leeds and the Thousand Islands Public Library.
- 3.3.2 Library staff will utilize the full range of collections, technology, and research tools to answer all users' reference questions and readers' advisory request. Staff will treat all information and readers' advisory requests with confidentiality and respect.
- 3.3.3 Library staff should use best practices, including reference interviews, to understand what each patron wants and needs. Library staff should inform young patrons of the variety of resources available to them, including both print and electronic resources.
- 3.3.4 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 young adult patrons and/or collaborate on programming initiatives with community partners and Township staff.
- 3.4.2 Programs for young adults will be developed and delivered in accordance with *OP-10 Programming Policy*.

3.5 Computer Usage

- 3.5.1 The Library provides unfiltered Internet use on library workstations which may be accessed by young adults.
- 3.5.2 Children over the age of 13 may access the Internet on library workstations without parental permission.

4.0 Library Space

- 4.1 The Library will provide a dedicated space for young adult material, that is separate from the adult collection.
- 4.2 Where space allows, the Library will create dedicated space for youth, separate from the adult and children's collection.
- 4.3 The library will ensure that signage is clear and age appropriate.

5.0 Staffing

- 5.1 The board will support ongoing staff training and professional development in youth services, as staffing and budget allows.
- 5.2 The CEO and staff will work together to identify ongoing training needs and opportunities related to youth 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 Young adults have the right to intellectual freedom and are entitled to open access to all information and services throughout the library.
- 6.2 All young adult patrons 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 Conduct in the Library

- 7.1 Young Adults are expected to follow the library's Patron Code of Conduct.
- 7.2 Copies of the Patron Code of Conduct, and the Children's Code of Conduct will be made available to explain expectations to young adults.
- 7.3 Staff members will provide young adults with warnings if their behaviour violates the Code of Conduct. If repeated warnings are required young adults may be asked to leave the library. Parents may be notified if youth are under the age of 16.
- 7.4 If a youth's behaviour threatens the safety of patrons, staff, or their own wellbeing, or results in the destruction of Library property they will be asked to leave the library immediately. Parents and/or authorities may be contacted depending on the severity of the situation.

History			
Approval Date:	April 20, 2022	Approved by:	B. Lolley
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