

POLICY TITLE: ISAAC REGIONAL LIBRARY SERVICE
CHILDREN AND YOUNG ADULT

POLICY NUMBER: PECS-68

CATEGORY: Council policy

CLASSIFICATION: Administrative

Approved by Council		Meeting number and date	
25 November 2014		25 November 2014	
		Resolution number	
		3865	
Approved by CEO		25 November 2014	
Effective date		Review date	
31 October 2014		31 October 2016	
Policy Author			
Manager Arts and Library Services			
Endorsed by			
Director Planning Environment and Community Services			
Responsible Position			
Manager Arts and Library Services			
Current Incumbent	Contact number	Email address	
Jennifer Clark	4846 3408	jennifer.clark@isaac.qld.gov.au	

Version 4
 Policy No: PECS-068
 Authorised by: Director Planning Environment and Community Services
 Document Maintained by: Arts and Library Services
 Next Review Date: 31 October 2016

30/11/2015

Page 1 of 4

1. Purpose

The Isaac Regional Library Service welcomes children and young adults for educational and recreational purposes including school work, reading, attending organised programs/activities and borrowing items.

The libraries strive to provide a welcoming environment, and provide targeted resources and programs to meet the needs of children and young adults.

Public libraries are in busy public buildings and as such are accessible to all people. Library staff are not physically able to watch/monitor all library patrons (including children/young adults) at all times. As a result it is possible for unsupervised children/ young adults to be approached by strangers, become lost, or leave the library premises unnoticed by library staff.

This policy has been written to ensure the safety of children and young adults while attending any Isaac Regional Library Service.

2. Scope

The aim of this policy is to clarify the roles and responsibilities of the Isaac Regional Library Service and library staff with regard to children and young adults attending any Isaac Regional Library.

This policy reaffirms:

- The Isaac Regional Library Service commitment to providing a safe environment for all library users
- The responsibilities of library staff with regard to supervision of children/young adults within library premises
- The responsibilities of the parent/guardian/carer in ensuring the welfare of their child/young adult while attending any of the Isaac Libraries

There is no legislation that defines a public libraries level of responsibility for young people. However, there is legislation that has been considered in compiling this policy, such as sections 8, 9, 10 of the Child Protection Act 1999, and sections 277 and 364 of the Criminal Code Act.

3. Definitions

Term	Meaning
Child or children	Refers to young persons aged 12 years and under. Young adult refers to young people aged between 13 to 18 years inclusive
IRC	Isaac Regional Council

4. Policy Statement

All Isaac Regional Library Service staff are required to acquire and maintain a Blue Card from the Commission for Children, Young People and Child Guardian.

Library staff is trained to assist children and young adults to access library resources and at times to deliver specific programs and activities for children and young adults.

The Isaac Regional Library Service is not a licensed child-minding facility. Therefore, library staff cannot take responsibility for the supervision of children or young adults within library premises.

- Children aged 12 years and under must at all times be supervised by a parent/ guardian or responsible carer over 18 years of age. This includes children attending arranged library activities/programs.
- Responsibility for the welfare and behaviour of children, and young adults using the library service rests with the parent/guardian or responsible carer at all times.
- Supervision requires that the responsible person must be within sight of their child/ children at all times.
- Parents / guardians or responsible carers of children attending organised library activities/programs must sign the Library Activity/Program Participation Register.
- The Isaac Regional Library Service accepts no responsibility for children left unattended in the library. If a child is found unattended at any time the library supervisor will attempt to contact the child's/children's' parent/guardian or responsible carer. If the attempt to contact the parent/guardian or responsible carer is unsuccessful the library supervisor may deem the child / children, 'at risk' and will contact either Queensland Police or the Department of Communities
- Young adults aged 13 years to 18 years may use the library service without being attended or supervised by a parent/guardian or responsible carer provided they maintain acceptable library behaviour at all times
- Library staff will not be responsible for the supervision of young adults attending the libraries without a parent / guardian or responsible carer present
- Young adults not maintaining acceptable library behaviour will be asked to leave the library
- The parent / guardian or responsible carer of young adults must ensure they collect their young adults before the library closes. In the event of young adults being left unattended

at closing time library staff will attempt to contact the parent / guardian or responsible carer before contacting the Police or the Department of Communities.

Behaviour

The Isaac Regional Library Service will not accept responsibility for the behaviour or actions of any children or young adults on library premises. The behaviour of children and young adults in the library is the responsibility of the individual children/young adults, their parents/guardian or responsible carer, and if in a school group, their teachers, supervisors and the school they attend.

5. Annexure/s to be Used in Association with Delivery of this Policy

Nil

6. Communication Channels

This policy will be communicated throughout IRC via:

- An announcement on the IRIS intranet
- Online Policy Library

7. References and Related Documents

- Child Protection Act 1999
- The Criminal Code Act

8. Acknowledgements

Nil