



## **4. COMMUNITY LIAISON**

Policy 4.7

Lithgow City Council Library Service Children and Young Persons  
Service Policy

**Version 5**

## **4. COMMUNITY LIAISON**

### **4.7 LITHGOW CITY COUNCIL LIBRARY SERVICE CHILDREN AND YOUNG PERSONS SERVICE POLICY**

#### **OBJECTIVE:**

To explain the conditions under which children and young people may access Lithgow City Council Library Service and its resources. Lithgow City Council Library service is committed to supporting children and young people through the provision of collections and programs that foster an appreciation of literature and promote the development of information literacy skills in a safe and welcoming environment.

#### **DEFINITION:**

This policy applies to children and young people under the age of 18 years.

#### **LEGISLATIVE AND POLICY FRAMEWORK**

Children and Young Persons (Care and Protection) Act 1998

Library Act 1939

Library Regulation 2010

Classification (Publications, Films and Computer Games) Enforcement Act 1995

[NSW]

Civil Liability Act 2002

#### **SERVICE STATEMENT**

Lithgow City Council Library services for children and young people include:

- preschool story time and baby rhyme time
- vacation programs
- Internet, PC, and wifi access
- DVDs
- CDs
- magazines
- fiction, non-fiction and recreational books
- electronic resources including, databases, streaming services and eBooks in various formats
- assistance from staff in accessing collections and information
- spaces, both physical and online, for activities or study

#### **ACCESS TO RESOURCES**

The Library Service has no censorship role in its choice of collection resources. It is the responsibility of parents/guardians to regulate their children's access to any library resource, based on the family's values or beliefs. The Library does not monitor or regulate access to resources by children or young people other than in relation to R and MA rated materials.

The Library promotes and supports children and young people's access to information, including electronic information through its internet and wifi facilities. Parents/carers are responsible for their child's use of the Internet, PCs and wifi, in line with the Library's Technology Policy.

### **ACCESS TO RESOURCES CLASSIFIED MA OR R**

The Library observes the Classification (Publications, Films and Computer Games) Enforcement Act 1995 [NSW] which requires appropriate circulation procedures be enforced to restrict minors borrowing library resources classified MA or R.

### **UNATTENDED CHILDREN UNDER 13 YEARS**

Unsupervised children can be at risk in any public place, including public libraries. Library staff do not supervise children in the Library, and there is a risk that if left unattended they may leave the Library at any time, hurt themselves, or be approached by strangers. In addition, the Library Service does not have the facilities to attend to children who are sick, injured, or hungry.

Children left unattended in a public library may be classed as at risk of harm under s.23 of the Children and Young Persons (Care and Protection) Act 1998 and may be reported as such to the Department of Family & Community Services. Parents who leave a child unattended in a public library may expose them to potential harm and may be committing an offence under s.228 of the Children and Young Persons (Care and Protection) Act 1998.

Children left alone in a library can become distressed, bored, or disruptive. Young people who disturb other Library users may be removed from the library under clause 17 of the Library Regulation 2010.

The following restrictions apply:

1. Children under the age of 8 years must be accompanied and supervised by a responsible person aged over 18 years.
2. Children aged 8-12 years must not be left unaccompanied in the library for longer than 60 minutes.

### **UNATTENDED CHILDREN AFTER HOURS**

Shift staff will ring police if children under 13 years of age are left unattended at closing time.

### **CHILDREN AND YOUNG PEOPLE DURING SCHOOL HOURS**

Parents are reminded that all school age children and young people are legally required to attend school, to be registered for home schooling or have another legitimate reason for not attending school. Where library staff have concerns about

the presence of school aged children and young people during school hours, the school or parents may be notified.

#### WORKING WITH CHILDREN CHECKS

Working with Children Checks are a pre-requisite of employment for anyone working in child related work in NSW.

Staff and volunteer roles at Lithgow Library and branch libraries are identified as child related roles. Accordingly, all paid and volunteer workers will have a Working with Children Check verified by Lithgow City Council at the commencement of their employment.

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