

Subject: Policy Concerning Use of Facilities and Resources by Minors

Effective: October 1, 1991, Revised October 1994, Revised September 15, 1997,
December 11, 2000, Revised February 25, 2008, Revised December 15, 2014,
Revised January 22, 2018

Policy Objective:

To establish a policy to ensure the rights of all library users, regardless of age, to complete and undisturbed use of Glendora Public Library materials and services

Authority:

Board of Trustees of the Glendora Public Library

Assigned Responsibility:

Board of Trustees of the Glendora Public Library, Library Director and assigned supervisors. All questions arising from this policy are to be brought to the attention of the Library Board, if not resolvable by the Director

Policy:

See Attached Regulations

CITY OF GLENDORA
BOARD OF LIBRARY TRUSTEES

**POLICY CONCERNING USE OF
FACILITIES AND RESOURCES BY MINORS**

The Glendora Public Library fulfills its commitment to the future by providing materials and programs that encourage children to become lifelong learners. The Library strives to provide a wide range of high quality services to minor children and their care providers, including a welcoming, family friendly environment.

The Library requires all minor children under the age of nine to be accompanied, in the immediate vicinity, by an adult or responsible supervisor. It is the responsibility of the parent, legal guardian or responsible caregiver (hereafter, "parent") to supervise and ensure the safety, welfare and appropriate behavior of his/her minor children while in the Library. When staff becomes aware, due to safety, welfare, or behavioral concerns, that a minor child has been left unsupervised in the library, every effort will be made to contact the minor child's parent. If a parent cannot be located within a reasonable time, the Police will be contacted. Minors age 9 and older may use the library on their own. However, parents are still responsible for the actions and the well-being of their minor child. Minor children of any age using inappropriate behavior may be asked to leave the library. Responsibility for the welfare and the behavior of minor children of any age using the library rests with the parent/guardian or an assigned chaperone. City staff, is not responsible for minor's supervision, safety and comfort when they are in the Library or the surrounding public spaces. Staff may need to contact authorities such as the police either to assist with the enforcement of discipline in the library or to ensure the safety of any minor.

Parents should not use the Library as an alternative to daycare for any minor. For safety's sake, parents should make sure that their minor children aged 9 and older are sufficiently mature before allowing them to visit the Library by themselves. Parents should also realize that, even in their absence, they are legally responsible for their minor child's behavior, conduct and safety.

1. The Library requires all minors to adhere to City of Glendora Administrative Policy 4.09, Glendora Library Policy on Appropriate Library Behavior. It is the parent's responsibility to ensure compliance with this policy. Parents will be notified of minor children who are found violating the policy.
2. Responsibility for a minor's library account lies with the parent. Minor children in eighth grade and under must submit the library card application signed by a parent. Minors in 9th grade and above can obtain a library card and establish a library account with appropriate identification. Proof of address is required. For more information, see Library Administrative Policy 3.03, Circulation Policy.

3. The contents of the entire library are available to all library users, regardless of age. The library selects a wide range of materials to meet the varied interests and tastes of its users as defined in City of Glendora Administrative Policy 4.05 concerning Collection Development. Materials may include items that some parents may consider unsuitable for their children. Parents are encouraged to assist their minor child in making appropriate selections. The library “affirm[s] the responsibility and the right of all parents and guardians to guide their own children’s use of the library and its resources and services” (*Libraries, An American Value*, ALA, 1999). Access to any library material may be denied to a minor only by his/her parent.
4. A valid Glendora Public Library card grants access to the Internet. Parents are responsible for their minor child’s use of the Internet, as stated in City of Glendora Administrative Policy 4.13. The Library has no control over the information a minor child may find on the Internet. Parents are encouraged to discuss internet safety with their minor child.
5. The parent or guardian is responsible for any loss or damage of library materials by a minor according to Sections 19910-19911 of the California Education Code. For more information, see Library Administrative Policy 3.03.
6. Stroller parking is provided for all children’s events and programs. Families with strollers are requested to utilize these areas to ensure the safety and enjoyment of all participants.
7. The Children’s Room is reserved for minors, their parents, guardians, teachers, and caregivers, and people accessing children’s books and other library materials, utilizing children’s services or specialized facilities, or attending special events. All other customers are asked to use the adult areas of the Library.
8. As a defender of Intellectual Freedom, this Board adopts and declares that it will adhere to the American Library Association’s *Library Bill of Rights*, *Free Access to Libraries for Minors*, and *Libraries, An American Value* statements.

Attachment A: Library Bill of Rights

Attachment B: Free Access to Libraries for Minors

Attachment C: Libraries, An American Value

The Library may adopt additional rules and appropriate age limits to ensure the effectiveness of specific programs. Parents are encouraged to review carefully all published information about library programs.

Approved and adopted this 22nd day of January, 2018

Ayes: 4

City of Glendora
Board of Library Trustees

Noes: 0

Absent: 1

Attest: Janet Stone
Janet Stone, Library Director

By: Patrick Hollanders
Patrick Hollanders, President

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948, by the ALA Council; amended February 2, 1961; amended June 28, 1967; amended January 23, 1980; inclusion of "age" reaffirmed January 24, 1996.

Free Access to Libraries for Minors An Interpretation of the Library Bill of Rights

Library policies and procedures that effectively deny minors equal and equitable access to all library resources available to other users violate the [Library Bill of Rights](#). The American Library Association opposes all attempts to restrict access to library services, materials, and facilities based on the age of library users.

Article V of the *Library Bill of Rights* states, "A person's right to use a library should not be denied or abridged because of origin, age, background, or views." The "right to use a library" includes free access to, and unrestricted use of, all the services, materials, and facilities the library has to offer. Every restriction on access to, and use of, library resources, based solely on the chronological age, educational level, literacy skills, or legal emancipation of users violates Article V.

Libraries are charged with the mission of developing resources to meet the diverse information needs and interests of the communities they serve. Services, materials, and facilities that fulfill the needs and interests of library users at different stages in their personal development are a necessary part of library resources. The needs and interests of each library user, and resources appropriate to meet those needs and interests, must be determined on an individual basis. Librarians cannot predict what resources will best fulfill the needs and interests of any individual user based on a single criterion such as chronological age, educational level, literacy skills, or legal emancipation.

Libraries should not limit the selection and development of library resources simply because minors will have access to them. Institutional self-censorship diminishes the credibility of the library in the community, and restricts access for all library users.

Children and young adults unquestionably possess [First Amendment](#) rights, including the right to receive information in the library. Constitutionally protected speech cannot be suppressed solely to protect children or young adults from ideas or images a legislative body believes to be unsuitable for them.¹ Librarians and library governing bodies should not resort to age restrictions in an effort to avoid actual or anticipated objections, because only a court of law can determine whether material is not constitutionally protected.

The mission, goals, and objectives of libraries cannot authorize librarians or library governing bodies to assume, abrogate, or overrule the rights and responsibilities of parents. As "[Libraries: An American Value](#)" states, "We affirm the responsibility and the right of all parents and guardians to guide their own children's use of the library and its resources and services." Librarians and governing bodies should maintain that parents—and only parents—have the right and the responsibility to restrict the access of their children—and only their children—to library resources. Parents who do not want their children to have

Attachment B

access to certain library services, materials, or facilities should so advise their children. Librarians and library governing bodies cannot assume the role of parents or the functions of parental authority in the private relationship between parent and child.

Lack of access to information can be harmful to minors. Librarians and library governing bodies have a public and professional obligation to ensure that all members of the community they serve have free, equal, and equitable access to the entire range of library resources regardless of content, approach, format, or amount of detail. This principle of library service applies equally to all users, minors as well as adults. Librarians and library governing bodies must uphold this principle in order to provide adequate and effective service to minors.

¹See [Erznoznik v. City of Jacksonville](#), 422 U.S. 205 (1975)-"Speech that is neither obscene as to youths nor subject to some other legitimate proscription cannot be suppressed solely to protect the young from ideas or images that a legislative body thinks unsuitable [422 U.S. 205, 214] for them. In most circumstances, the values protected by the First Amendment are no less applicable when government seeks to control the flow of information to minors. See [Tinker v. Des Moines School Dist.](#), *supra*. Cf. [West Virginia Bd. of Ed. v. Barnette](#), 319 U.S. 624 (1943)."

Adopted June 30, 1972, by the ALA Council; amended July 1, 1981; July 3, 1991, June 30, 2004.

Libraries: An American Value

Libraries in America are cornerstones of the communities they serve. Free access to the books, ideas, resources, and information in America's libraries is imperative for education, employment, enjoyment, and self-government.

Libraries are a legacy to each generation, offering the heritage of the past and the promise of the future. To ensure that libraries flourish and have the freedom to promote and protect the public good in the 21st century, we believe certain principles must be guaranteed.

To that end, we affirm this contract with the people we serve:

- We defend the constitutional rights of all individuals, including children and teenagers, to use the library's resources and services;
- We value our nation's diversity and strive to reflect that diversity by providing a full spectrum of resources and services to the communities we serve;
- We affirm the responsibility and the right of all parents and guardians to guide their own children's use of the library and its resources and services;
- We connect people and ideas by helping each person select from and effectively use the library's resources;
- We protect each individual's privacy and confidentiality in the use of library resources and services;
- We protect the rights of individuals to express their opinions about library resources and services;
- We celebrate and preserve our democratic society by making available the widest possible range of viewpoints, opinions and ideas, so that all individuals have the opportunity to become lifelong learners - informed, literate, educated, and culturally enriched.

Change is constant, but these principles transcend change and endure in a dynamic technological, social, and political environment.

By embracing these principles, libraries in the United States can contribute to a future that values and protects freedom of speech in a world that celebrates both our similarities and our differences, respects individuals and their beliefs, and holds all persons truly equal and free.

**Adopted February 3, 1999, by the
Council of the American Library Association**