



Public and TAFE Library Young People's Policy

DOCUMENT AUTHORISATION

RESPONSIBLE OFFICER:		MANAGER OF LIBRARY AND LEARNING CENTRE			
REVIEWED BY:		MANEX			
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VERSIONS:	DATE:	RESOLUTION NO:	DESCRIPTION OF AMENDMENTS:	AUTHOR / EDITOR:	APPROVED / ADOPTED BY:
4	28/04/2022	22.04/22	Amendments were made: 1. To add changes for the new policy template. 2. To add and delete service changes. 3. To acknowledge changes made in the Library Council of NSW Children's Policy Guidelines for NSW Public Libraries.	Manager of Library and Learning Centre	Council

Note: Document Control continued at Appendix A



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General Manager

26/5/22
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Date

ACKNOWLEDGEMENT OF COUNTRY

Glen Innes Severn Council acknowledges and pays respect to the Ngorabul people as the traditional custodians of this land, their elders past, present and emerging and to Torres Strait Islander people and all First Nations people.

PURPOSE

The purpose of this policy is to clearly address access to information and resources while managing child protection, parental responsibility and the role and scope of Library Services, in providing services to young people.

This policy conforms to the *Library Act 1939 (NSW)*, the *Library Regulation 2018 (NSW)*, the Library Council of New South Wales Children's Policy Guidelines for NSW Public Libraries 2020 and *Classification (Publication, Films and Computer Games) Act 1995 (Cth)*.

APPLICABILITY

This policy applies to all community members whether a Library member or a Library visitor who are using the Library resources, public access computer and the WIFI hotspot.

OUTCOMES

This policy is designed to manage the provision of Library services for young people while addressing children protection, parental responsibility, and an unbiased level of service offered, in a clear policy statement.

ROLES AND RESPONSIBILITIES

Glen Innes Severn Council and Library Services staff have the obligation and responsibility to support young people through the provision of collections and programs that foster an appreciation of literature, promotes the development of information literacy skills, and responsible access to and use of Internet resources and sites.

DEFINITIONS

The **Library Council of NSW Access to Information in New South Wales Public Libraries Guideline** states that Public Libraries have 'a role as an unbiased source of information and ideas, including online content. It must accept responsibility for providing free access to materials and information presenting, as far as possible, all points of view on current and historical issues, including controversial issues'.

The **Australian Library and Information Association (ALIA) Statement on Free Access to Information** states that 'freedom can be protected in a democratic society only if individuals have access to information and ideas'.

POLICY STATEMENT

The Glen Innes Severn Public and TAFE Library is committed to serving the information and recreation needs of young people. The Library strives to provide a welcoming and safe environment, and provides targeted resources and programs to meet the needs of young people.

Library Services

The Glen Innes Severn Public and TAFE Library's services to young people include:

- Fiction, Non-Fiction, and recreational books and magazines;
- Electronic Resources (eBooks, eAudio Books, eMagazines);
- Premier's Reading Challenge;
- Weekly preschool storytelling sessions;
- Young People's activities and programs during the school holidays;
- Online Information databases Gale National Geographic for KIDS; Gale National Geographic Virtual Library; Gale OneFile News; Gale Literature Resource Centre; Gale Interactive: Science; Gale in Context: World History; Gale in Context: Global Issues; Gale in Context: Environmental Studies; Gale in Context; Gale Health and Wellness; Gale Business: Plan Builder; Gale Business: Entrepreneurship; Gale Books and Authors);
- Homework assistance;
- Free Public Access Computers – Free Internet Access
- WIFI Hotspot – Free Internet Access;
- Library space to study and socialize
- Online computer tutorials www.thecomputerschool.net; and
- A collection of TV series and movie DVDs. **Access to Resources**

The Glen Innes Severn Public and TAFE Library's general collection may contain publications that have been classified "Unrestricted" and films and computer games that have been classified "G" (General), "PG" (Parental Guidance) or "M" (Mature) in accordance with the *Classification (Publication, Films and Computer Games) Act 1995 (Cth)*. The Library has no censorship role in its choice of the Library resources that form the collection.

Parents/guardians are responsible for ensuring that their young person's selection and use of materials in the Library's general collection accords with any restrictions the family may wish to set. The Glen Innes Severn Public and TAFE Library encourages parents/guardians to consult with their young people to develop clear rules regarding access to resources that accord with the family's personal values and beliefs.

The Library promotes and supports young people's access to information, including electronic information through its Internet facilities. Library staff are available to assist young people in the use of the Internet, and to recommend websites on particular subjects. A number of appropriate websites have been selected for inclusion in the Library's electronic collections.

Parents/guardians are responsible for the young person's use of the Internet, in line with the Library's Internet Policy and the Library's Code of Conduct.

Unattended Young People

Unsupervised young people can be at risk in any public place, including Public Libraries. The staff of the Glen Innes Severn Public and TAFE Library do not supervise young people in the Library, and there is a risk that unattended young people may leave the Library at any time, hurt themselves, or be approached by strangers. In addition, Libraries do not have the facilities to attend to young people who are sick, injured or hungry.

Young people left unattended in a Public Library may be classed as a young person 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 Secretary of the Department of Family and Community Services. Parents who leave a young person unattended in a Public Library are exposing their young person to potential harm, and may be committing an offence under Section 228 of the *Children and Young Persons (Care and Protection) Act 1998* (NSW).

Young people left alone in a Public 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 2018* (NSW).

LEGISLATION AND SUPPORTING DOCUMENTS

Relevant Legislation, Regulations and Industry Standards include:

- Library Council of NSW – Children's Policy Guidelines for NSW Public Libraries;
 - Library Council of NSW – Access to Information in New South Wales Public Libraries Guidelines;
 - Australian Library and Information Association (ALIA) – ALIA Statement on Free Access to Information;
 - *Classification (Publications, Films and Computer Games) Enforcement Act 1995 (NSW) (Cth)* – Public Library Exemption;
 - Library Council of NSW Children's Policy Guidelines for New South Wales Public Libraries;
 - United Nations Convention on the Rights of the Child;
 - *Library Regulation 2018 (NSW)*;
 - *Children and Young Persons (Care and Protection) Act 1998 (NSW)*;
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- NSW Interagency Guidance for government and non-government agencies delivering child wellbeing and child protection service in NSW; and
- *Civil Liability Act 2002 (NSW)*.

Relevant Council Policies and Procedures include:

- Public and TAFE Library Internet Policy; and
- Public and TAFE Library Code of Conduct.

VARIATION AND REVIEW

The Public and TAFE Library Young People Policy will be reviewed every three (3) years, or earlier if deemed necessary, to ensure that it meets the requirements of legislation and the needs of Council. The term of the Policy does not expire on the review date, but will continue in force until superseded, rescinded or varied either by legislation or a new resolution of Council.

Appendix A

Document Control Continued

PREVIOUS VERSIONS:	DATE:	RESOLUTION NO:	DESCRIPTION OF AMENDMENTS:	AUTHOR / EDITOR:	REVIEW / SIGN OFF:
3	24/04/2019	15.04/19	<p>Amendments were made:</p> <ol style="list-style-type: none"> 1. To remove the discontinued services and the addition of services. 2. To reflex changes and emphasis noted in the updated Library Council of New South Wales Children's Policy Guidelines for the NSW Public Libraries completed on 4 December 2018. 3. To reflex changes with the child wellbeing and child protection outlined in the 'NSW Interagency Guidance for government and no-government agencies delivering child wellbeing and child protection service in NSW'. 4. To reflex changes noted in the updated to <i>Children and Young Persons (Care and Protection) Act 1998</i> and the new position to report offences, the <i>Secretary of the Department of Family and Community Services</i>. 5. To reflex changes to the <i>Library Regulation 2018 (NSW)</i> review. 	Manager of Library and Learning Centre	Council

PREVIOUS VERSIONS:	DATE:	RESOLUTION NO:	DESCRIPTION OF AMENDMENTS:	AUTHOR / EDITOR:	REVIEW / SIGN OFF:
2	25/02/2016	24.02/16	Amendments were made: 1. To update current Library services.	Manager of Library and Learning Centre	Council
1	28/02/2013	24.02/13	Amendments were made: 1. To update current Library services and Internet permission for young people. 2. To update the name from Children's policy to Young Person's policy.	Manager of Library and Learning Centre	Council