
To: ALL LIBRARY STAFF

From: JENNIFER SALAS,
LIBRARY DIRECTOR

Subject: TEEN SERVICES POLICY

Effective Date:

Created by: CAMILA RODRIGUEZ,
TEEN LIBRARY SPECIALIST &
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PUBLIC SERVICES MANAGER

PURPOSE

The purpose of this policy is to establish the Martin County Library System's scope of services for young adults, define objectives, and to outline expected standards of behavior of young adults who use the library's spaces and resources. It is also the purpose of this policy to provide guidance to the staff on the best practices to follow when serving teens and tweens.

DEFINITIONS

These terms may be used interchangeably throughout this policy.

- Young Adults: a broad term for tweens, teens, and adults between the ages of 11 and 20
- Tweens: young adults aged 11 and 12
- Teens: young adults aged 13 to 17

For the purposes of this document, we define young adults as between the ages of 11 and 17. This could vary as it is often meant to include those in middle and high school students. The group can even include 18, 19, and 20 year olds as their needs for studies support or entry into the job market is often unique to early adulthood.

POLICY

Our intention is to provide positive experiences for teens and tweens at the library in order to foster a lifelong pattern of reading and learning. The primary goals are to promote and encourage curiosity, a love for reading, and engagement with library resources, staff, and the community.

Objectives

1. Provide the full range of library services in an age-appropriate context.
2. Ensure tweens and teens have access to a young adult collection that consists of a wide range of young adult (YA) materials in a variety of formats.
3. Encourage the continued use of library spaces, materials, and resources by teens in order to bridge the gap between library use as children and library use as adults.
4. Educate adult patrons of this policy to foster a shared environment where teens feel welcome.
5. Provide age appropriate educational and/or recreational programming to young adults who will be encouraged to return to the library and inspired to connect with their communities.
6. Ensure staff respects and embraces cultural, gender, and economic diversity amongst young adults.
7. Provide staff with methods and guidelines to safeguard teen privacy while encouraging teens to pursue their own interests
8. Ensure tweens and teens have a forum for expressing their requests for materials, programming, and services.
9. Provide technology access in support of recreational and educational needs as well as a diverse array of technology resources to inspire and connect young adults to their communities. The Martin County Library System Public Equipment and Internet Use Policy (which includes Computer Rules of Use) applies to all patrons regardless of age.

PROCEDURE

Conduct and Behavior

The Martin County Library System welcomes young adults into its facilities and provides a safe and secure environment for them to make use of the library's resources and spaces. Because of this, we ask that young adults behave in accordance with all policies. Above all, we expect young adult patrons to show respect and courtesy toward staff, each other, and other library users.

We expect staff to apply policies equitably to all patrons we serve.

1. As with all other patrons, staff members will kindly speak to the young adult and explain a policy violation, its consequences, and ask for a correction of behavior.
2. If the young adult continues to violate the policy, then the teen will be asked to leave the library for the day.
3. If the young adult does not leave the library, staff should contact law enforcement.

APPROVED BY: _____
Jennifer Salas, Library Director

DATE: _____

APPROVED BY: _____
Library Board of Trustees

DATE: _____

Suppression History:

None