

Teen Room Policy

Purpose of the Teen Room

The DeKalb Public Library's Teen Room is a dedicated space designed and intended for teen patrons. The purpose of the Teen Room is to provide a safe, supportive, and positive space for teen patrons. The Teen Room offers teens a place to use library resources, attend programs, and socialize in a welcoming and friendly environment.

Teen patrons includes patrons in grades 6 through 12.

Adults in the Teen Room

Adults that need to acquire teen materials may visit the Teen Room during open room hours. However, the Teen Room is intended for teen patrons, and adults other than staff should not remain in the Teen Room. Staff may ask unaccompanied adults to leave the Teen Room and direct them to use the facilities, services, and equipment in Adult Services. This policy reflects the library's concern for the safety of teens in the library.

Codes of Conduct and Disruptive Behavior

The codes of conduct in the Teen Room are:

- Respect yourself.
- Respect each other.
- Respect library property and staff.

Staff will address any behavior that is disruptive to the use of the library. Staff may issue a warning or ask a patron to leave the library for the day, as appropriate. Extremely disruptive behavior may lead staff to further disciplinary measures.

See library Code of Conduct in APPENDIX T-1.

Teen Study Rooms

Teen study rooms are available for teens during Teen Room hours. These study rooms are solely for teen use--adults who desire to use a study room with a teen will be directed to study rooms outside the Teen Room.

Teens may sign up for a study room in the library or on our website at <http://dkpl.evanced.info/spaces>, for up to 3 hours at a time.

Computers, Tablets, Video Games, and Other Electronic Devices

The DeKalb Public Library provides free wi-fi for patron use. The Teen Room also provides tablets and video games for teen use. Teens who desire to use the tablets or video game equipment must sign up and check out items from Teen Room staff using their library cards, on a first-come, first-served basis (photo IDs may be used in lieu of library cards to identify a teen.) When demand is high, teens are limited to 90 minutes for tablet check-out and 60 minutes of game time. Any teen in good standing (see below regarding fines) may join in any ongoing video game as circumstances allow (there are only 4 controllers for each system, and some games limit the number of players). Though tablets and internet computers are for DeKalb cardholders only, video games may be played by any teen with a library card in good standing, giving residents precedence.

Games playable on the library consoles are limited to games in the library collection, purchased for the Teen Room. Games brought in by teens may be played with written permission of the Teen Librarian, or appropriate staff if the Teen Librarian is not present. The Game Permission Form can be found in APPENDIX T-2.

Tablets and video game equipment must remain in the Teen Room.

Teens who owe the library \$5.00 or more may not use the tablets or video games until the fee is reduced to less than \$5.00.

Video games are not available during programs held in the Teen Room.

Tablets and video game materials must be returned 15 minutes before the library closes. Staff is not responsible for any unsaved work.

Teen Programs

The DeKalb Public Library encourages teens to participate in teen programs. Some of these programs may be held in the Teen Room. Teen library programs take precedence over any other activities in the Teen Room. Any food or drink offered during a program must stay in the Teen Room.



DeKalb Public Library

Code of Conduct

Welcome to the DeKalb Public Library. The library is supported by the taxes of the people of DeKalb who expect our facilities to be a clean, comfortable, and safe place for selecting materials, reading, researching, studying, writing, and attending programs and meetings.

The Haish Memorial Library Building is listed on the National Register of Historic Buildings. Self-guided tour maps are available at the Circulation Desk.

Circulation Desks, Internet access, and service from reference librarians are available.

People using the DeKalb Public Library are to conduct themselves in a manner which is appropriate to the library's nature and purpose. Anyone who interferes with the proper use of the library is subject to removal from the library and/or restriction of library privileges.

Detailed Guidelines of Conduct available upon request at all service desks.

Approved 2008 by the DeKalb Public Library Board of Trustees

Thank you!

APPENDIX T-2: Game Permission Form



Game Permission Form

PLEASE PRINT

GAME NAME _____

GAME RATING _____ FOR _____

Any games with a rating of Adults Only will not be granted permission automatically.

Teen's name (first and last) _____

Phone Number/Email _____

This game has been approved by the teen librarian for play in the Teen Room.

YES

NO

Reviewed by _____ Date _____

After completion, this form will be reviewed by the Teen Librarian at their earliest convenience. Once reviewed this form will be kept on file in the Teen Room and a copy saved for all staff to access in the Shared Folder. In case of review on a later date the teen will be notified of permission status by the information provided above.

Thank you!