DeKalb Public Library Teen Room Policy

The DeKalb Public Library’s Teen Room is a dedicated space designed and intended for teen patrons with the intention of providing a safe, supportive, and positive space for them to use library resources, attend programs, and socialize in a welcoming and friendly environment.

Approved by the DeKalb Public Library Board of Trustees 04/24/2019

DeKalb Public Library Teen Room Procedures

- Patrons currently enrolled or rising to grades 6-12 are considered teens, and are encouraged to use the Teen Room
- Adults or younger children may visit the Teen Room during open room hours or with the assistance of Library staff in order to retrieve materials only. Staff may ask unaccompanied adults or children to leave the Teen Room and direct them to use the facilities, services, and equipment elsewhere in the Library.
- Teen study rooms are available for teens during Teen Room hours. Teens may also reserve Adult study rooms. In all cases teens must check in with staff in the Teen Room to access their study room reservation.
- Teens are encouraged to participate in library programs. Library programs held in the Teen Room take precedence over any other activities in the Teen Room, and patrons not engaged in a program may be asked to change their activities or leave for the duration of the program. Video games are not available during Library programs.
- The Teen Room is a designated eating area, and covered drinks and non-messy, odor-free snacks may be eaten there. Food and drinks must not be used near computers or other Library equipment. Patrons must keep food in the Teen Room or other designated areas within the Library. Patrons must also clean up any messes made. The Library reserves the right to restrict patrons from eating in the Library at its discretion.
- Library equipment, including computers, video games, and chargers are available on a first-come, first-served basis. Teens wishing to use library equipment must register with Teen Room Staff using their library card or by signing in to their Skyward account. Use is ordinarily limited to 30 minutes per session.
- All equipment, including tablets and video games, must remain in the Teen Room.
- Video game sessions are considered to be public, and any teen may join in any ongoing game as circumstances allow.
- Only Library-approved games may be played on Library equipment. Patrons may request consideration for additional games by Teen Room staff. Until written permission from Teen Room staff is provided, the game cannot be played using Library equipment. Staff may ask patrons playing unapproved games on non-Library equipment to stop if such games are providing a distraction from Library activities.
- Tablets and video game materials must be returned 15 minutes before the Library closes. Staff is not responsible for any unsaved work.
**Teen Room Expectations**

WE RESPECT EACH OTHER…

- by not cursing or yelling, by not threatening or harassing others, and by not making racial, sexual, or anti-LGBT comments
- by keeping our hands to ourselves and saving public displays of affection for places other than the library

WE RESPECT THE LIBRARY…

- by using the Teen Room for visiting, studying, reading, and engaging in library programs
- by listening to and respecting library staff and following their instructions at all times
- by following library policies, including the Code of Conduct
- by not running, jumping, throwing things, or using furniture for other than its intended purpose
- by limiting groups in teen study rooms to four or fewer individuals
- by cleaning up after ourselves

WE CAN….

- have covered drinks and non-messy snacks if they are kept away from books and equipment
- express our opinion or displeasure in a respectful way
- play music, unless it becomes disruptive to others
- share our ideas with library staff to make the library space and programs even better for teens

_________________________  _______________________
Signature  Date