



Kenora Public Library Board

POLICY

SECTION: Operating	NO: OP-08
TITLE: Teen Services	DATE: March 27, 2024
	Next Review Date: March 2028

The Kenora Public Library recognizes that the needs of young people are important in their own right: that their intellectual growth, their cultural appreciation and recreational activities should be fostered through quality library service, delivered with consideration and respect. This policy sets out the services to be offered for teens and young adults in the library, and also sets out the responsibilities for the safety and supervision of teens/young adults in the library.

The Kenora Public Library endeavours to provide this service based on the principles stated in the Ontario Library Association's Teens Rights in the Public Library, as adopted at the OLA Annual General Meeting June 2010. [See Appendix A.](#)

Collections

The Chief Executive Officer (CEO) will ensure the maintenance and organization of a comprehensive teen/young adult collection based on the Collection Development Policy OP-02.

The collections for teens/young adults will meet best practice standards of quality and reflect the changing educational needs and personal interests of teens/young adults.

Collection development for teen/young adult materials will focus on, but not be limited to:

- Canadian authors and content
- award-winning titles
- non-fiction material that complements the local school curriculum
- age-appropriate formats
- diversity and inclusion

Access to adult materials will not be restricted by library staff. It will be the responsibility of caregivers to determine suitability for their teen/young adult.

Reference and Readers Advisory

Library staff will utilize the full range of library collections, technology, and resources to answer all users' requests for advice on selecting books and for information, regardless of age and without judgment, with confidentiality and respect.

Library staff should engage in meaningful and age-appropriate conversation to better understand what each teen/young adult wants and needs.

Library staff will point out the variety of resources available in all areas of the library as appropriate.

Programs and Partnerships

The library will provide programming for teens/young adults, both in and out of the library, to stimulate creative potential and to encourage and facilitate the habit of reading, independent learning and lifelong use of the library.

The library will provide educational, entertaining, and literacy related programs and support for teens/young adults, such as programs for summer, school breaks and professional development days that will be primarily literacy based and will highlight various aspects of the collection while encouraging reading for pleasure or leisure activities.

Library staff will actively involve teens/young adults in planning and implementing programs for this age group.

The number of participants for all programmes will be restricted based on size of the facility, fire department limits, staff capacity and resources, etc., and may result in requirements to pre-register for a program.

Library Space

The library will provide a well-planned area for teens/young adults that is distinct from the adult area.

This area will have furniture, shelves and equipment that are designed for teens/young adults, and which are fully accessible.

The library will ensure that signage is clear and age appropriate.

The area for teens/young adults is an interactive learning environment where controlled noise levels are tolerated and where young people are invited to explore the library materials and services in their own way.

Staffing

The board will support a program of ongoing staff training and professional development in services for teens/young adults.

The CEO will ensure that all staff members assigned to teen/young adult' services receive appropriate training to provide knowledgeable library service.

The library staff will advocate for teen/young adult services in the community by:

- collaborating with agencies to promote love of reading, lifelong learning, and teens' health and well-being
- seeking support for teen/young adult services from community organizations, fundraising, donations, etc.
- networking with other agencies who provide teen/young adult services in the community, region, and province
- communicating with educators in the community
- promoting the teen/young adult services and collections to groups who could benefit from them (schools, youth groups, etc.)

Safety of Teens/Young Adults in the Library

The Kenora Public Library recognizes that people of all ages have a right to a welcoming, respectful, supportive, and safe environment when they visit the library. As a public facility, the library does not monitor the activities of its patrons unless there is a problem with conduct as outlined in OP-04 Code of Conduct, or a child is left unattended as outlined in OP-10 Children in the Library. There are specific situations which require specific guidance:

Truancy – If a young person (up to the age of 16) is noticed to be spending considerable time in the library during the school day, staff may check with the individual and ask that a caregiver confirm with the library that they are aware of the young person's whereabouts.

Missing Persons - Library staff will not give information to any person over the telephone as to whether a person is currently in the library or has been in the library recently. Library staff may offer to take a message and ask the teen/young adult to call the person back. In the case of a missing person, library staff will share information with the law enforcement agency requesting specific personal information.

Duty to Report

- The Child, Youth and Family Services Act (Section 125) recognizes that each of us has a responsibility for the welfare of children. It clearly states that members of the public, including professionals who work with children, have a legislated obligation to report promptly to the Children's Aid Society (CAS) if they suspect that a child or youth under the age of 16 is, or may be, in need of protection. The CYFSA defines the phrase "child in need of protection" as including physical, sexual, and emotional abuse, neglect, and risk of harm.
- Library staff who are concerned that a 16-or 17-year old is, or may be, in need of protection may make a report to Children's Aid Society (CAS) and the CAS is required to assess the reported information
- When library staff members have reasonable grounds to suspect that a child or youth is, or may be, in need of protection, they will advise the Library CEO and together they will promptly report the suspicion and the information upon which it is based to the local CAS, as required in CYFSA s.136 (1).

Related Documents:

Kenora Public Library ***OP-04 Patron Code of Conduct***

Kenora Public Library ***OP-02 Collection Development***

Kenora Public Library ***OP-09 Internet Services***

Kenora Public Library ***OP-07 Children's Services***

Kenora Public Library ***OP-01 Circulation***

History			
Approval Date:	March 27, 2024	Approved by:	Marj Poirier
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