

# Hawley Public Library

## Minor Child Library Card Policy

The Hawley Public Library follows the American Library Association's Library Bill of Rights regarding providing library cards for patrons, which states in Article 5:

*"A person's right to use a library should not be denied or abridged because of origin, age, background, or views." The right to use a library includes free access to, and unrestricted use of, all the services, materials, and facilities the library has to offer. Every restriction on access to, and use of, library resources, based solely on the chronological age, apparent maturity, educational level, literacy skills, emancipatory or other legal status of users violates Article V. This includes minors who do not have a parent or guardian available to sign a library card application or permission slip."*

The Hawley Public Library welcomes children as library card applicants and encourages them to have their own library cards.

### **CHILDREN UNDER THE AGE OF 12:**

For children under 12 to obtain a library card, a parent or legal guardian must be present and provide identification and proof of residency. Receipt of a library card for a child under the age of 12 constitutes an acceptance of financial responsibility on the part of the parent for lost or damaged items.

### **CHILDREN OVER THE AGE OF 12:**

For children over the age of 12 to obtain a library card, they must provide a current student ID card. If the child does not have a student ID card, a document from a home or cyberschool provider that contains the child's name, grade, and address may be used instead.

### **PARENTAL INVOLVEMENT:**

Parents and legal guardians are ultimately responsible for guiding and monitoring a child's library use. The library provides a range of materials to suit various reading interests and perspectives. **Libraries and their employees do not act on behalf of parents and guardians to monitor, control, or restrict what a child selects for reading, listening, or viewing while in the library or the materials they check out.** We rely on you as parents and guardians to know and approve what library materials and services your children are using.

### **CONFIDENTIALITY OF LIBRARY RECORDS:**

Current Pennsylvania privacy law protects the confidentiality of a child's library card record. **Therefore, library employees may not freely share information with parents or guardians about what children have checked out or requested from the library.**

Those who would like to monitor children's library use closely may want to take advantage of some or all of the following strategies:

- Require that your child share their library card number and PIN as a condition of applying for a card.
- Enter your email address for library notices, not your child's email.
- Monitor mailed and emailed library notices.
- When making a phone or in-person request for information, be prepared to have the child on the phone line or in person to verify that they give the library permission to share confidential information with you.
- Use your child's library card number and PIN to log in to their account at [www.waynelibraries.org](http://www.waynelibraries.org) to monitor their library records.

Adopted by the Hawley Library Board of Directors, August 10, 2023.