

## **Havana Public Library District Youth Services Policy**

The Havana Public Library District considers services to children and young adults to be a high priority. Although all library staff members provide young patrons with access to materials and services, our Children's Services Coordinator and Young Adult Services Coordinator are available to provide specialized help and guidance. The Havana Public Library District also provides support for youth services through materials selection, reference support, and reader's advisory assistance.

At the Havana Public Library District, children and young adults have access to the entire collection. The choice of library materials by patrons is an individual matter. Responsibility for the reading materials of children rests with their parents or legal guardians. Library staff do not monitor patron checkouts, nor do they allow materials selection for the adult collection to be inhibited by the possibility that materials may inadvertently fall into the hands of children. However, the Havana Public Library District provides specialized collections to serve children and young adults. The children's department—located in the basement—provides easy reader materials in both fiction and non-fiction appropriate to the interests and needs of people from birth through second grade along with their parents and caregivers. Older Children will find juvenile fiction and non-fiction materials upstairs, located to the right of the circulation desk. Tweens and teens will find age-appropriate fiction and non-fiction titles in the YA section, located to the right of the circulation desk. Materials for these specialized collections are carefully chosen in accordance with the Havana Public Library District Material Selection Policy.

Programs for pre-school and school age children are an important part of the Havana Public Library District's service. Outreach activities take library services into the wider community to reach children who might not otherwise use the library. However, the services of the Havana Public Library District are designed to support—not replace or duplicate—the role of school libraries.

*Approved by the Havana Public Library District Board of Trustees, February 10, 2022*

*Amended and Re-Approved by the Havana Public Library District Board of Trustees,  
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