



YOUTH ACTIVITY CENTER: POLICY

GENERAL OVERVIEW

The Youth Activity Center is located in the basement of the Pioneer Memorial Library and is available for youth to use under the supervision of library staff. This space is intended to be used by youth for learning, creating, playing, gaming, studying, reading, or just hanging out together.

PHILOSOPHY

In accordance with the overall mission statement of the Pioneer Memorial Library:

“to provide a broad coverage of and access to modern library resources, services, and programs in a variety of formats to meet the recreational, informational, and educational needs of community residents of all ages,”

the Youth Activity Center (YAC) has been established to allow the youth of the Colby community to have a place where they may access the Internet, play video and board games, put together puzzles, and participate in scheduled activities. Additionally, a Makerspace with STEAM (Science, Technology, Engineering, Arts & Math) activities is available for youth to engage in technological and creative projects. The YAC is meant to be a fun and enjoyable place where youth may congregate.

POLICIES

- Youth, ages 9 through 15 years, are eligible to use the Youth Activity Center.
 - *Current age requirements took effect on Monday, January 3, 2023.*
- Library staff reserves the right to refuse youth accessing the YAC or using equipment when a youth has abused its rules, privileges, and damaged materials or equipment in the basement or the library in general.
- Only video games that are rated E (Everyone) or E10+ (Everyone 10yrs and older) will be allowed to be played on the video game equipment (No teen or mature items will be allowed).
 - Youth may bring their own equipment, video games, and/or toys and may use their own gaming subscriptions in the YAC provided they conform to the above standards for the YAC. The library is not responsible for any damage or loss while used in the library.

- The YAC schedule will be determined according to staff availability, school schedules, and other factors. The summer schedule will vary due to programs and events.
 - An open and closed sign will be posted on the door. Hours will be posted as well as any special schedules that affect the use of the YAC. Information regarding hours will also be posted on social media.
 - The Youth Activity Center (YAC) is a flex space and may be used for other events/activities which may affect the operation of the YAC.
 - Library staff will also update social media channels regarding the YAC’s schedule.

RULES

To take advantage of the YAC and the games, materials and equipment, youth must:

- complete the registration form (sample on the following page) at the beginning of each school year or when a youth is new to the YAC.
- have a PML library card with *Child/Youth Computer & Internet Access* approved by their parents/guardians to access the Internet.
- follow the Pioneer Memorial Library patron code of behavior.
- respect the staff in charge of the YAC and others around them (bullying, name-calling, and/or offensive language will not be tolerated).
- follow all rules of the YAC as posted (sample at end of policy).

If a youth has been asked to leave the library due to disruptive behavior, parents/guardians will be notified by a library staff member. If the youth continues to choose poor behavior, YAC/PML privileges will be suspended.

YOUTH ACTIVITY CENTER: REGISTRATION

AUGUST 2024 – JULY 2025

All information is confidential to Pioneer Memorial Library.

To be completed by PML Staff Member ONLY:

Staff Initial _____

PARENT/GUARDIAN'S INFORMATION:

NAME: _____

MAILING ADDRESS: _____

CELL PHONE: _____ WORK: _____

HOME PHONE: _____ EMAIL: _____

YOUTH'S INFORMATION:

NAME: _____

AGE: _____ GRADE (FOR 24-25): _____ CELL PHONE: _____

To be completed by YOUTH:

- I understand that PML has a *Youth Activity Center Policy* and a *Patron Code of Behavior Policy* that I must follow.
- I understand that I am in charge of my behavior and am responsible for consequences.
- While in the YAC, I agree to take care of the materials and equipment as directed.
- My parents/guardians know that I am in the YAC, at the library.

Date: _____ Youth Signature: _____

FOR VERIFICATION PURPOSES, A COPY OF THIS FORM WILL BE MAILED TO THE PARENT/GUARDIAN'S ADDRESS PROVIDED.

FOR PML STAFF USE ONLY

Y N Individual has a library card. Card # _____

Y N Individual has internet access permission.

** Initial and date any changes to form during current school year. **

The YAC



For YOUTH ages 9 to 15

Children under the age of 9 are not allowed in the YAC and cannot be in the library without supervision.

A SPACE FOR YOUTH

Because PML provides the YAC as a special place for youth, they are, in general, asked to “hang out” downstairs. They are permitted to pursue quiet activities in the main library.

Youth are NOT ALLOWED to “play” on the library grounds or gather at the library entrances or in the lobby where there is no supervision.

Expectations

Youth must:

- ◇ Treat others and library staff with respect.
 - ◇ Bullying, name-calling and/or offensive language will NOT be tolerated.
- ◇ Use “walking feet” only; do not run, shove or push. Walk quietly on the stairs.
- ◇ Wear shoes, shirts and appropriate cover-up in the library.
- ◇ Keep personal items in designated areas, out of the way of the stairs & elevator.
- ◇ Keep food and drinks on the high top tables only.
- ◇ Not smoke or vape inside the library (according to Kansas Statues).
- ◇ Conduct all phone conversations in the lobby upstairs or outside the library.
- ◇ Share computer and video gaming time. (YAC supervisor will manage this.)
- ◇ Wear headphones while listening to audio or video.
- ◇ Follow the specific rules of Makerspace when participating in those activities.
- ◇ CLEAN UP after themselves! (Put controllers and headphones away after use. Pick up Legos. Organize projects and materials. Throw away any trash.)

If youth are asked to leave the library due to disruptive behavior, parents/guardians will be notified by a library staff member.

If they continue to choose poor behavior, they will lose YAC/PML privileges.