

FAQ

Q: Do I need to have a library card to use the computer?

A: No! Anyone can use our public computers or access our open WiFi network on a personal device. Please be aware if you choose to use a public terminal, you agree to our terms of use, which are posted by the computer sign up sheet.

Q: How do I get a library card?

A: Simply bring in a form of ID or piece of mail that displays your current address. You will be able to borrow materials right away.

Q: How long can I keep materials I've checked out?

A:

Books: 3 weeks

DVDs: 1 Week

You can renew your items online or by phone unless another patron has requested the item.

Q: How much are your late fees?

A: We do not charge late fees! If you have an item that is more than a month overdue, you will receive a bill for the cost of replacing the item. However, if you return the item, the replacement charge is dropped. You are then free to continue to borrow from the library without penalty. Patrons with bills may not use public computer terminals.

Q: When can my child get a library card?

A: Children can get a library card when they start kindergarten. Adult cards are issued to those in 7th grade or above.

Q: Are there any restrictions on children's library cards?

A: DVDs cannot be checked out on a child's card. Children ages 12-17 may check out DVDs if a parent or guardian signs a permission form in person at the library. Please note that this form grants unrestricted access to the DVD collection, and a child may check out books from any section of the library. It is

the responsibility of the parent or caregiver to monitor what their child is reading and/or watching if they wish.

Q: Can I use my parent's/sibling's/spouse's/child's library card to check out materials?

A: No. You may only check out materials on your own card.

Patron Code of Conduct

Please do:

- Use headphones at all times when listening to music or watching videos on public computers or your personal device
- Leave bikes, skateboards, roller blades, etc. outside (a bike rack is available)
- Be courteous to fellow patrons: speak quietly and turn phone to silent or vibrate

Do not:

- Smoke (this includes e-cigarettes/personal vaporizers) or eat in the library. Non-alcoholic beverages with secure tops are permitted.
- Enter the library under the influence of alcohol or drugs,
- Use or distribute alcohol or drugs in the library or on library premises
- Carry weapons of any kind into the library
- Enter the building without a shirt or shoes

Unattended Child Policy

The Salamanca Public Library is intended to be a safe and welcoming environment for all our patrons, including children.

Children are encouraged to visit the library, use library materials and computers, and attend library programming. Library staff is available to assist children in using the library.

However, it is important to note the following:

- The library is not a substitute for daycare or babysitting services
- Neither the library nor its staff can assume responsibility for a child's safety or care beyond enforcing library policies
- Library staff is not licensed or trained to provide supervision or childcare and cannot act in the place of the parent or caregiver
- The library is a public building, and parents and caregivers should take the same care in ensuring the safety of their children as they would in any other public space

With these things in mind, the following shall regulate the use of the library by children:

1. Children age 8 and older may use the library unattended, provided they follow the library's rules of patron conduct.
2. If an unattended child age 8 or older does not follow these rules, they may be asked to leave.
3. Unattended children age 8 or older must leave the library at closing time. Under no circumstances will library staff provide a child with transportation. It is the responsibility of the parent or caregiver to ensure that their child gets home safely.
4. Children aged 7 and under must be accompanied and **directly supervised (within eyesight)** of an adult or responsible teen (age 13 and up) at all times
5. If a child under 8 is found unattended, library staff will attempt to contact a parent or caregiver. If a parent or caregiver cannot be contacted, the child will be placed in the care of the Salamanca Police Department.