

The Library Card Talk

When children get their first library card, the Children's Room staff talks with them about using the library. We try to make our talk as interactive and fun as possible. Our goal is not just to teach them about library rules, but also to show them that the library is a welcoming place and the librarians are happy to answer their questions. Please plan on 10-15 minutes for getting a first library card, that way we can focus on making your child's first library card a special experience.

To Be Filled Out By Parent or Guardian

I agree that my child

First Name

Middle Initial

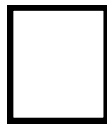
Last Name

age ____ can borrow materials from the Rochester Public Library, and

I agree to be responsible for any charges incurred.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____



I have read and accept the Privacy Policy stated in the
Children's Library Card pamphlet.



Using Your Library Card

- Children 11 years old and younger can borrow up to 10 items on their library card; a total of 7 items can be DVDs.
- Children may use their cards to borrow materials anywhere in the library.
- Materials in the Children's Room are purchased with infants through 12-year-olds in mind.
- When the library is closed, items may be returned to the book drops by the library entrances.
- Children under the age of 10 must be accompanied in the Library by a parent or caregiver. Young children should be in their parent or caregiver's sight at all times, unless actively participating in a Library program taking place in the Story Time Room. Caregivers must be age 16 or older.

Children's Library Cards



ROCHESTER PUBLIC LIBRARY
Children's Room

Children can get their own Library Card when:

- They are a resident of Rochester or enrolled in the Rochester Public Schools.
- They are age 5 or above.
- They have a parent or legal guardian's signature on the registration form.
- Their parents or guardians take full responsibility for all damage and replacement fees on their children's accounts.

The Rochester Public Library's Privacy Policy:

The Rochester Public Library follows RSA 201-D:11 which provides ALL PATRONS, regardless of age, COMPLETE privacy of their borrowing records.

What does this mean for you and your child?

If you choose for your child to have their own library card, the library and library staff are prevented, BY LAW, from giving ANYONE information about:

- what is currently checked out to them
- what they have on hold
- what they have borrowed in the past
- what they have overdue or billed

Please keep this information in mind when library staff calls and asks for your child concerning holds or overdue items. It is their job to keep this information confidential, and by signing for your child's library card you have agreed to abide by the policies set forth in this pamphlet.

We understand parent concerns about what their children are reading and encourage parents and guardians to visit the library with their children to help them choose materials. Because you are the best judge of what is appropriate for your family, the library staff will leave those decisions to you, and will check out any materials a child brings to the desk.

We appreciate your understanding.

How Can Parents Work with the Library Under This Law?

We understand that some parents or guardians will be concerned about such privacy being given to their young children, and that although fees are still your responsibility, we cannot legally tell you what items are out. There are a few ways we can work together so your child can enjoy having their own card while still giving you some control.

- The law allows staff to release title information to another person if we have "consent of the user." In other words, if your child tells us to inform you of titles then we can do so.
- Be an active part of your child's Library visit and participate in their choice of materials.
- Library card accounts can be checked at any time by visiting library.rochesternh.gov
- Please work with your children to determine what books they have out; when overdue notices are sent, they are addressed to your child and list all items out.
- You may decide that your child is not old enough for this responsibility, and you may choose to take out materials for your children on your card only.
- Please be aware that children who come to the library alone will need their own card, as we do not allow people to use each other's library cards.

Children's Library Card Registration Form

Children do not need to be able to write their name to get a card, but we like them to have the experience of "signing" the registration form themselves.

It doesn't matter what the "signature" looks like, there's a space on the back of the form for you to write their name so that we can read it!

When I write my name on this card, I promise to take good care of the items I use in the Library and at home, and to follow the Library rules.

Name:	<i>First Name</i>	<i>Middle Initial</i>	<i>Last Name</i>
Street Address:			
ZIP Code:	Phone #:		
School:	Grade:		
Age:	Birth Date:	MM-DD-YYYY	



ROCHESTER PUBLIC LIBRARY

65 South Main St Rochester NH 03867

www.rpl.lib.nh.us

Library of Things Borrower's Agreement

This agreement applies to all items included in the Library of Things collection.

- To borrow items from the LoT, cardholders must be 18 years of age, have an active account, and no unpaid fees
- No more than one (1) LoT item may be borrowed at a time.
- LoT items have a one-week loan period.
 - LoT items may be renewed once.
 - The renewal period for LoT items is one week.
- LoT items on hold for other borrowers cannot be renewed.
- The borrower is responsible for reading and following the instruction manual for each item's proper use and care.
- Items must be returned to a staff member at the Nonfiction Desk located on the top floor of the library. If there isn't a staff member present at the time of return, please visit the Main Desk for assistance.
- LoT items may not be returned in the Library's Book Drops. Items and all accompanying materials shall be returned to the Rochester Public Library in the condition in which they were borrowed.
 - The condition of the item will be evaluated by a member of the LoT Committee when it is returned. Patrons shall allow sufficient time for returned items to be reviewed before they are considered returned, and patrons will be notified within 2 business days of any issues or missing components.
- Borrowers accept full financial responsibility for items and accessories while in their possession and will be required to pay all costs associated with damage to, loss of, or theft during the period the item is checked out.
- If an item is not returned within 28 days, patrons will be charged the replacement cost.
 - The replacement cost of each item is listed on the item's tag.

Failure to comply with any of the rules and guidelines listed above will result in the loss of borrowing privileges for Library of Things items for one year.

Borrowers assume all risks associated with the use of items and will not hold the Rochester Public Library or its staff liable for any damages caused to patron or others as a result of the item's use.

I have read and agree to the terms of the Borrowing Agreement and take full responsibility for Library of Things items I check out.

Patron Name (print): _____

Signature: _____

Date Submitted: _____ Date Expires: _____ Staff Initials: _____

Date Updated: _____ Date Expires: _____ Staff Initials: _____

Date Updated: _____ Date Expires: _____ Staff Initials: _____