

PATRON POLICIES

Book Selection Policy

A. Purpose of Policy

The purpose of a policy on book selection is to guide the selection of materials and to inform the community of the principles upon which selections are made.

B. Library Goal

The goal of the Jefferson Davis Parish Library is to be of service to all people in the community. The community is represented by individuals and groups of every age, education, philosophy, occupation, economic level, ethnic origin and human condition. The purpose of library service includes providing for the educational, informational and recreational needs of the community. Materials and technology are provided for the community to become more informed, become better members of the community, become politically aware, become capable for career purposes, develop creative abilities and spiritual capacities, appreciate and enjoy literature and art, and stimulate personal and social well-being. All print and non-print materials are selected by the library in accordance with these goals.

C. Responsibility for Materials Selection

The Jefferson Davis Parish Library Board of Control adopts as part of its policy the American Library Association's LIBRARY BILL OF RIGHTS. (See page 102) Final responsibility for selection of books and library materials is and shall be vested in the Director. However, the Director may delegate to qualified staff members the authority to interpret and guide the application of the policy in making day-to-day selections. Unusual problems will be referred to the Director for resolution. Any books and library materials so selected shall be held to be selected by the Library Board of Control.

D. Criteria for Selection

Certain factors that influence the selection of library materials include:

- The author's reputation and significance as a writer
- The importance of subject matter to the collection
- Availability of material
- Timeliness or permanence of the book

- Authoritative source, Validity
- Inclusion in standard bibliographies or indexes
- Price commensurate with cost and/or need
- Format, including possibility of rebinding, as well as type and legibility
- High potential of user appeal

Priorities are set forth by the Director with consideration given to collection needs and weaknesses, patron requests, updated information and contemporary book titles.

Scope of the Collection

The library recognizes its obligations to provide reference and research material for the direct answering of specific questions and for continuing research. It also recognizes the purpose and resources of other libraries in the community and shall not needlessly duplicate functions and materials. It is especially important to note the availabilities of sources that are accessible via the world-wide-web and to maintain a balance in purchasing with this consideration in mind.

The library acknowledges the public's interest in local and state history. Consideration will be given to acquire general works relating to the State of Louisiana and works written by and about Louisiana authors. The library is not under any obligation to add to its collection everything about Louisiana or produced by authors, printers, or publishers with Louisiana connections if it does not seem to be in the interest of the community and its patrons.

Gifts

Unconditional gifts, donations, and contributions to the library may be accepted by the Director on behalf of the Library Board of Control.

Generally, collections of books will not be accepted which necessitate special shelving or which prevent integration of the gift into the general library collection.

The same standards of selection will govern the acceptance of gifts as those that govern purchases by the library. If material is useful but not needed, it may be disposed of at the discretion of the Director.

Maintaining the Collection

Systematic withdrawal of materials no longer useful is necessary in order to maintain relevant resources. The same criteria will be used in weeding materials from the collection as are used in their acquisition. The decision to withdraw library material shall be based on the physical condition, use of material as determined by last date of loan or by the number of loans within the last five years and age of material as a misinformation factor especially in the area of sciences. Library staff members are to be thoroughly instructed with regard to the necessity for discarding books and library materials in accordance with the CREW guidelines and use of personal judgement.

Censorship

The selection of library books and materials is predicted on the library patron's right to read and similarly his/her freedom from censorship by others. Many books are controversial and any given item may offend some patrons. Selections for the library are not made on the basis of anticipated approval or disapproval, but solely on the merits of the materials in relation to the building of the collection and to serving the interest of the readers. The library holds censorship to be a purely individual matter and declares that—while anyone is free to reject for himself/herself books and other materials of which he/she does not approve—he/she cannot exercise his/her right of censorship to restrict the freedom of others.

With respect to the use of library materials by children, the decision as to what a minor may read is the responsibility of his/her parent or guardian. Selection will not be inhibited by the possibility that books may inadvertently come into the possession of minors.

The Jefferson Davis Parish Library Board of Control adopts as part of its policy the following:

- American Library Association's LIBRARY BILL OF RIGHTS (See page 102)
- RESOLUTION ON CHALLENGED MATERIAL (See page 103)

This policy is dedicated to a selection of those materials of the highest quality in order to assure an objective collection appropriate for the residents of Jefferson Davis Parish. The selection of materials is to be based upon principle rather than personal opinion, reason rather than prejudice, and judgment rather than censorship.

Library Bill Of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries that make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

A history of the Library Bill of Rights is found in the latest edition of the [Intellectual Freedom Manual](#).

Resolution On Challenged Materials

An Interpretation of the Library Bill of Rights

WHEREAS, The LIBRARY BILL OF RIGHTS states that no library materials should be proscribed or removed because of partisan or doctrinal disapproval, and

WHEREAS, Constitutionally protected expression is often separated from unprotected expression only by a dim and uncertain line, and

WHEREAS, Any attempt, be it legal or extra-legal, to regulate or suppress material must be closely scrutinized to the end that protected expression is not abridged in the process, and

WHEREAS, The Constitution requires a procedure designed to focus searchingly on the question before speech can be suppressed, and

WHEREAS, The dissemination of a particular work which is alleged to be unprotected should be completely undisturbed until an independent determination has been made by a judicial officer, including an adversary hearing.

THEREFORE, THE PREMISES CONSIDERED, BE IT RESOLVED, That the American Library Association declares as a matter of firm principle that no challenged library material should be removed from any library under any legal or extra-legal pressure, save after an independent determination by a judicial officer in a court of competent jurisdiction and only after an adversary hearing, in accordance with well-established principles of law.

Adopted June 25, 1971 by the ALA Council.

Patron Reconsideration Of Library Materials

Despite the time spent in the writing of a selection policy and the actual selection of library materials, occasionally a patron may have a concern regarding a particular library holding. The procedure for dealing with such a concern maintains respect for the patron and at the same time defends the principle of intellectual freedom. The principles of intellectual freedom are inherent in the First Amendment to the Constitution and are defined in the LIBRARY BILL OF RIGHTS adopted by the American Library Association. The procedures to be followed in such circumstances include:

The concerned patron contacts the Director to express a valid concern about a library's holding.

The patron is encouraged to complete and submit a Request for Reconsideration of Library Material (See ADDENDUM).

The Request is submitted at the next scheduled Library Board of Control Meeting.

The findings of the Library Board of Control are sent in written form to the patron submitting the request signed by the Library Board President.

Electronic Resources Access Policy

Mission

“Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the freedom of speech and the corollary right to receive information. These rights extend to children as well as adults.

Libraries and Librarian Directors exist to facilitate these rights by providing access to, identifying, retrieving, organizing, and preserving recorded expression regardless of the formats of technologies in which that expression is recorded.”

(American Library Association Statement on Electronic Information, Services and Networks)

The mission of the Jefferson Davis Parish Library is to provide patrons with the most current and comprehensive information resources possible including online electronic information resources. Online electronic resources currently accessible through the library include the following:

INTERNET: An unregulated worldwide information and communication network connecting thousands of other computer networks.

LOUISIANA LIBRARY CONNECTION DATABASE: An online collection of databases to support extensive research in a variety of areas.

Electronic Resources Access Policy

Electronic resources contain a wealth of valuable information. Patrons should be aware that some information might be inaccurate, outdated, or offensive. *Use of these resources carries with it a responsibility to evaluate the quality of the information accessed. As parents have the ultimate responsibility for their children, parents, not the library, are responsible for the use of these resources by their children.*

Restriction of a child's access to the internet is the responsibility of the parent or guardian; the library does not have the right or responsibility to act in loco parentis. For more information on children and the Internet, see free publications produced by the National Center for Missing and Exploited Children at <http://www.missingkids.org/>. Parents should supervise their child's Internet sessions.

The library's staff will assist patrons with Internet use as time permits. Formal instruction on Internet use may be offered by the Library at designated times.

Information and resources on the Internet enhance those already held in the library and often go beyond what is locally available.

The Internet Safety Policy of Jefferson Davis Parish Library includes Sonic Wall which is a technology protection measure to block or filter internet access to pictures that: (a) are obscene, (b) are child pornography, or (c) are harmful to minors.

Internet safety of minors will include monitoring the following:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communication
- Unauthorized access including "hacking" and other unlawful activities by minors online
- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to material harmful to minors

Prohibited Uses

Patrons and staff may not use the workstation in the following situations:

- Illegal, unauthorized, unethical or commercial purposes
- Manipulation of internal hardware and/or software including uploading or installation of any software
- Transmission or downloading of any material in violation of state or federal laws including:
 - Sending, receiving, or displaying text or graphics that may reasonably be construed as obscene or child pornography
 - Copying or downloading of any material in violation of copyright law. This includes downloading of software and files not in public domain
 - Engaging in any activity that is harassing, defamatory, or threatening

Copyright

U.S. copyright law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of “fair use.” Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user; the library expressly disclaims any liability or responsibility resulting from such use.

The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof, such as debts incurred from for-pay services or loss of privacy.

Computer workstation use is a privilege and should be treated as such by all users of the system. The library is a public place shared by people of all ages and this fact should govern computer use. The library staff has the right to determine the appropriateness of computer workstation use when children are present and can at any time require a patron to leave the computer workstation and utilize another computer without children present.

Perpetrators of malicious damage to the library computing system will be prosecuted to the full extent of the law.

Limitations

AGE: Because of high costs and delicate nature of complex electronic and mechanical equipment, children under the age 10-12 (based on child’s maturity and at the discretion of library personnel on duty) will be required to have a parent or adult guardian present when using the computer workstation.

TIME: Because of the limited number of workstations, time limits may be imposed when demand is high. The limit during peak periods will not exceed 1/2 hour.

Costs

There is no charge for use of the workstation and to access the information. However, patrons shall assume printing costs at the rate of:

Letter/Legal sizes = 10 cents per page (per side)

11 ½ X 17 = 20 cents per page (per side)

All **COLOR** copies = 1 dollar

Fax = 2 dollars 1st page / 50 cents each additional page; 50 cents each page received; MAX \$10

Laminate = one dollar per page / 50 cents per card

Lost Card = 1 dollar for replacement

Board Approved Revision: October 21, 2019

Overdue Books/Fines

Books can be renewed twice (2). Once items have been renewed twice, they cannot be renewed. Any item not returned will automatically be put to **lost** after 60 days.

Anyone who owes a fine of \$5.00 or more OR has owed a fine of any amount for 90 days or more will forfeit their borrowing privileges until all fines are paid in full. This includes fines or fees for replacements.

Family files will be linked. If the total amount of fines for any family reaches \$10.00 or more, the entire family forfeits their borrowing privileges until all fines are paid in full. Ultimately, the parents are responsible for their children's overdue items.

The library will be more than willing to accept partial payments on fines due until all fines are paid in full.

Charges for Audiovisual items including DVDs and VHS owned by the Jefferson Davis Parish Library system are \$.50 per day. Printed items owned by the Jefferson Davis Parish Library are no longer charged a fine.

Lost items returned by a patron (**that has been paid for**) within 2 weeks of paying for it are allowed a refund. Refunds are no longer allowed after the 2 week period.

Board Approved Revision: December 3, 2018

Interlibrary Loan Books (ILL)

Interlibrary Loan Books are a service that allows patrons the privilege of borrowing from libraries across the United States. Jefferson Davis Parish Library works in cooperation with borrowing libraries and seeks to maintain the cooperative relationship by respecting the policies set forth by lending libraries. It is imperative that interlibrary loan items are returned in a timely manner. The fine per day for an ILL item is \$.50. Once a patron has an unreturned ILL book, a hold will be placed on his/her account. This will freeze borrowing privileges from Interlibrary Loan Services until all fines or fees for replacements are made.

Due to the fact that the Mobile Branch visits rural areas on a limited schedule (monthly, bi-monthly), special arrangements are handled via library personnel from Jefferson Davis Parish Library and the lending library.

Library Card Policy

Jefferson Davis Parish Library cards are free to anyone who lives, works, owns property or attends school in Louisiana. Minors under the age of 18 require a parent/guardian signature. A photo ID and proof of address are required to get a card. Cards expire every two (2) years to ensure information remains up to date. Digital Cards may be applied for online and are available only to residents of Jeff Davis Parish and ages 12 and up.

Temporary Cards

Jefferson Davis Parish Library will allow for temporary residents to secure a library card (which will expire within two months) to all persons who live in Louisiana but are unable to show proof of address. Temporary library card holders will be limited to three (3) items. No laptops or devices may be checked out by temporary library card holders.

Library Southwest Cards

Jefferson Davis Parish Library honors Library Southwest cards from participating parishes.

Circulation Rules

Adult cards can checkout a total of 30 items. Juvenile cards can checkout a total of 15 items. Limits per checkout are as follows:

- Books/Magazines/Audiobooks: 30 for Adults & 15 for juvenile (2 weeks)
- DVDs/BluRays: 3 for Adults & Juvenile (1 week); parents may opt-in to block their children from checking out movies

Board Approved Revision: December 3, 2018 & October 21, 2019

Library Response To Officers Seeking Access To Library Records And/ Or Equipment

Staff members who are approached by a law enforcement officer(s) (including an FBI agent) will immediately ask for identification and then contact the Director to alert him/her of the officer's presence. Staff members will then refer the officer to the Director's office. Staff members will treat the officer with courtesy and respect.

The Director will immediately contact the library's legal counsel. They will meet with the officer and library counsel or another colleague in attendance.

If the officer presents a court order compelling the production of records or equipment, the library's legal counsel will review the legality of the document. The counsel will inform the officer of this procedure.

The library's legal counsel will provide assistance on site during the search. This could happen at non-standard times such as weekends and late night, although it is not likely. The library staff will utilize an established phone tree for notification of the Director and the library's legal counsel should officers come to the library during night or weekend hours.

If the officer does not have a court order compelling the production of records or equipment, the Director and legal counsel will explain the library's confidentiality law. The Director will inform the agent or officer that users' records are not available except when a proper court order in good form has been presented to the library. Note: Without a court order, neither the FBI nor local law enforcement has authority to compel cooperation with an investigation or require answers to questions, other than the name and address of the person speaking to the agent or officer.

The library's response should the press inquire about the officer's visit will be "No comment".

No mention can be made about FBI inquiries, warrants, and subjects in question. Consequences for divulging this information: Federal Prison or suit filed for invasion of privacy by subject in question.

Petitioning, Solicitation Or Distribution Of Literature

Jefferson Davis Parish Library does not allow petitioning, solicitation of any kind, or distribution of literature on the premises of any library or library branch.

No political information of any kind is to be distributed on library premises.

Displaying Community Information

For those patrons who utilize the privilege of displaying or exhibiting materials in any library in the Jefferson Davis Parish system the following guidelines must be adhered to:

- Materials for public displays shall fit into the realm of being cultural, intellectual, educational, charitable or civic
- Prices and mention of monetary compensation is not to be on any information exhibited
- Name, address and telephone number of the organization must be included on the display materials
- The library or library branch has the right to limit the number and size of items used for display
- Managers at the library sites have the authority to accept or reject a display. For any questions about displays, the Director must be contacted
- Displays will be set up for a maximum of one month. All display materials will be dated and discarded at the end of one month
- No political information or materials which advocate voting on any proposition (whether political or not) will be allowed at any library
- Commercial advertising or business cards are not allowed for display

The display of materials in the library system does not imply endorsement by the library.

The library assumes NO LIABILITY in the event display materials are damaged or stolen from the display area.

Library Meeting Room Policy

The Jefferson Davis Parish Library System has meeting rooms or areas available to the public. These designated areas are dedicated first to the mission, goals and objectives of each library and its sponsored programs.

If the library is not using these areas, it may be booked by organizations that are classified as: cultural, educational, historical, altruistic, professional, or of a similar nature, subject to the approval of the Jefferson Davis Parish Library Board of Control.

These areas shall not be used for promoting commercial purposes, social affairs, private parties or money making opportunities. Businesses may use the areas for employee educational training.

No admission fees of any type for participation in an activity in these areas are allowed.

Meetings held must not be allowed or disallowed solely on the basis of race, creed, or national origin.

All meetings and activities must take place ONLY within operating hours of the library. Any exceptions allowed must be at the discretion of the library director.

Jefferson Davis Parish Library is not responsible for the opinions and beliefs of organizations utilizing the meeting areas.

Any advertisement of said meetings should state that the meeting is not a library sponsored event. The library phone number CANNOT be used as a point of contact for the organization. If either of these aspects is neglected, the Library Board of Control will issue a warning. A second offense will result in the area not being open to the organization violating the guidelines.

Any abuse of the areas would also result in refusal by the Director for continued use.

Any damages in the areas will be the responsibility of the adult who signs the Meeting Room Reservation Form.

No alcoholic beverages or other drugs are permitted on the premises of any library facility.

Light refreshments may be served. No cooking is allowed. All serving dishes, utensils, etc. must be provided by the organization. All areas must be left clean and in operating order. All tables must be returned to their original room arrangement. All trash must be placed in outside receptacles.

Fire code capacities must be maintained for all meeting areas.

Library staff may enter and remain in any meetings.

Library staff may terminate a meeting that becomes disruptive.

No organization may dominate the meeting room areas for permanent or long-term commitments.

Meeting areas must be booked by an adult by completing the Meeting Room Reservation Form (see addendum). This form must be completed each time the meeting area is booked for an activity.

The library has priority with regard to use of the meeting rooms. With one month's notice, any group may be moved or re-scheduled should a room be needed by the library.

A copy of this policy shall be given to each person that completes the Meeting Room Reservation Form to be shared with the organization.

JEFFERSON DAVIS PARISH LIBRARY

UNATTENDED CHILD POLICY

(Revised September 2020)

To insure a safe and welcoming environment, patrons are asked to be familiar with the library's Unattended Child Policy.



Please be reminded that:

- Children up to age 10-12 (based on child's maturity and at the discretion of library personnel on duty) must have a parent/adult caregiver in the immediate vicinity of, and in visual contact with them. **The adult caregiver must be a responsible person and must carry emergency phone contact information.** An exception would be children attending a library program without the parent or adult caregiver in the room, but the parent/caregiver is expected to remain in the library building and to immediately join the child at the end of the program.
- Library staff is often busy assisting library patrons and cannot be held responsible for children who are unattended. Disruptive children may be asked to leave.
- Children 10-12 years of age or older (based on child's maturity and at the discretion of library personnel on duty) who are able to care for themselves are allowed to be dropped off at library for library activities. If any child is not able to leave the library without an adult, he/she should not be in the library alone. **No child is to be dropped off for extended periods of time.**
- The library is not a babysitting service. The safety of children rests with the parent/guardian, not with library personnel.
- There is a strong concern when it is dark outside or during bad weather when no adult becomes available for pick-up. For this situation, an unattended child in Louisiana is defined as a person under the age of 18 years. If the parent cannot be located or reached, the police will be notified. A staff member will remain with the child until the authorities arrive. Under no circumstances will a staff member drive the child home.
- Once law enforcement is called, they will treat the call as "abandonment of a minor." Child Protective Services will be contacted by the law enforcement.
- Children who consistently exhibit inappropriate behavior after being warned may be suspended from utilizing the library services and may only be allowed to visit the library with an adult or responsible person present.

Jefferson Davis Parish Library Sex Offender Policy

In accordance with its by-laws the Jefferson Davis Parish Library Board of Control has adopted on this 4th day of December 2012 the following policy for the purpose of:

1. Compliance with the statutory mandates set forth in LA. R.S. 14:91.2
2. Protecting children from contact with persons who have been convicted of sex offenses where the victim was under thirteen (13) years of age

Definitions:

1. Sex offender – A person convicted of a sex offense (defined in R.S. 15:541) when the victim is under the age of 13
2. Public library – A parish or municipal library. Act 653 does not ban sex offenders from the state library or libraries associated with colleges and universities.
3. Public library property – Immovable property that is open to the public and is used as a branch of a public library, including any courtyard or parking lot that is under the direct and exclusive control of the public library. That is, Act 653 does not ban sex offenders from bookmobiles (except when bookmobiles are used for children’s programs and located on public library property any and all restrictions included in the Jefferson Davis Parish Library Sex Offender Policy shall apply to the bookmobile), library storage buildings and drop boxes (because they are not “branches” of a library), or parking lots that are shared with other businesses or entities that do not ban sex offenders (because such parking lots are not under the “exclusive” control of the public library).

Any sex offender who wishes to use the services of Jefferson Davis Parish Library must abide by the policy of the library board of control.

Sex offenders are NOT allowed in any children’s or teen areas of any branch of Jefferson Davis Parish Library. Computers at each branch of the Jefferson Davis Parish Library shall be designated as follows:

All Branches:

- Computers are in full view of the circulation desk and use will be monitored by staff.
- Adults—ages 18 and older will be designated a specific area and will not be allowed to use computers in the children’s and teen areas of the library. If all the adult computers are in use, the adult patron may check out a laptop for use in an area assigned by a staff member.
- Children’s—these computers may only be used by children birth to the age of ten (10). No Exceptions.

Anyone wishing exception to the computer designation must complete a form and obtain an exception card at the circulation desk. For example: your child is typing a report and he needs assistance typing the report. The parent will need to complete the form and obtain an exception card (See addendum).

No sex offender shall loiter within 1000 feet of any Jefferson Davis Parish Library property.

No sex offender shall apply for, work for or otherwise provide services to any Jefferson Davis Parish Library branch, including but not limited to as an employee, contractor, sub-contractor or volunteer or other persons.

All employees, contractors, sub-contractor, volunteers or other persons who perform work for the Jefferson Davis Parish Library System may be subject to background checks through the Louisiana State Police Database, Jefferson Davis Parish Sheriff's Office database or other databases.

Sex offenders are not allowed on Jefferson Davis Parish library property during peak hours when children are using the library. During the school year, peak hours are defined as 2 pm to 6 pm. During the summer, peak hours are defined as 9am to 4 pm.

No sex offender shall be physically present in any area of the Jefferson Davis Parish Library branch or on any Jefferson Davis Parish Library property during days of scheduled children's and/or teen programs. Programs are posted on the Jefferson Davis Parish library's webpage <http://www.jefferson-davis.lib.la.us/>

Exceptions to these restrictions are:

- a. Police station/courthouse/polling station – There shall be no violation of this regulation if the sex offender is reporting to a police station, courthouse, or polling station that is within the restricted area.
- b. With special permission – There shall be no violation of this regulation if the sex offender has requested and has been granted written permission to be physically present on public library property from the Library Director or his/her designee, and the sex offender complies with any special restrictions contained within the permission.

The Library Director and members of the public are invited to make recommendations to the Jefferson Davis Parish Library Board of Control to improve this regulation or suggest legislative changes that will allow public libraries to more effectively achieve the public purposes set forth herein. Those recommendations, along with any supporting documentation, should be submitted annually to the Jefferson Davis Parish Library Board of Control by or before November 1. Attention: Jefferson Davis Parish Library Board of Control President.

Authority Note

Act 693 of the 2012 Regular Session of the Louisiana Legislature amended and re-enacted R.S. 14.91.2. The effective date of the Act is January 1, 2013.

Mandated Reporters of Child Abuse and Neglect Policy

Louisiana Children's Code 603 now includes:

“Organizational or youth activity provider” is any person who provides organized activities for children, including administrators, employees, or volunteers of any day camp, summer camp, youth center, or youth recreation programs or any other organization that provides organized activities for children.

Library staff are responsible for providing organized activities for children, thus they are considered mandatory reporters under this definition. For definitions, reporting forms and procedures, contact numbers and other helpful information review: www.dcf.la.gov/ReportChildAbuse