Children’s Department Program Rules and Guidelines

• There are no storytimes when students do not have classes due to holidays, Parent-Teacher Conferences, etc.

• There must be at least 3 Registered children present for a storytime/book discussion to be conducted.

• Only age/grade appropriate children can be registered for and be admitted into a Children’s Program.

• Storytime schedules are subject to change based on staffing.

• We reserve the right to cancel a program if registration is 5 or less.

Weather-related Policies:

Storytimes and programs will be cancelled under the following conditions:

  o When schools are closed for the day due to inclement weather.

  o When schools have a delayed opening, morning storytimes and programs are cancelled. Please call about afternoon and evening programs.

  o When schools have early dismissal, afternoon and evening storytimes and programs are cancelled. Please call about morning programs.

  o Cancelled programs and storytimes may not always be rescheduled.

  o Please check the Library’s Website and Children’s Facebook Page for updates.

Late Arrival Policies:

• Please be prompt. If you are late for any Children’s Program, you risk losing your space for the day to a wait-listed patron who is present.

• If you are late for a pre-registered special program, you risk losing your space to a person/family on the waitlist. We give late-comers a 10-minute grace period before we give their slot to someone on the waitlist who is present. Librarian in Charge of the Program will make final decision.

• We are not always able to expand attendance to accommodate latecomers, once the slot has been filled.