

## **Reese Library Family Room Policies**

To ensure everyone's safety and prevent disruption, please follow these guidelines:

### User

- must be an ASU user with a valid JagCard (STUDENTS have priority)
- must have a child in attendance
- must sign in at the Circulation desk each time you use the room and sign out at the Circulation desk when you leave.

### Regarding your child(ren)

- If children attempt to leave through the locked door into the library, an alarm will sound. Immediately retrieve your children.
- No child under the age of 14 is to be left unattended in the Family Room or the Library. Unattended children often become bored, disruptive or wander. This can cause disruptions to other library patrons.
- Children should remain in the children's area of the family room. This allows other Family Room users to work undisturbed.
- Older children can sit in the Adult area to read or work on homework if they are quiet and do not disturb others.
- Voices and actions should reflect the environment. Please remind your children that the library is a quiet place and they should use soft voices.
- Diapers should be changed using the changing stations in the third floor restrooms.
- Both rooms in the Family Room suite should be left clean and orderly.

### Food and Drink

- Please refer to the Library's policy on food and drink.
- Only drinks with secure lids and vending machine foods are allowed.

## Computer Use

- Only ASU users with valid JagCards can use the computers in the Family Room.
- Children are not allowed on the computers for any reason.
- Use of the computers is on a first come, first served basis.
- If all computers in the Family Room are in use, depending on availability you can check out a laptop from Circulation.
- Computers are to be used for schoolwork and Pipeline use ONLY.
- If you need help with research, a telephone with a direct line to Reference is provided.

## Consequences

- Choosing not to follow an established Family Room policy or guideline could result in loss of Family Room privileges. You will be asked to immediately leave the library. The length of the ban from Family Room privileges will depend on the infraction.
- Library staff will immediately notify Public Safety of any children left unattended.
- If any child abuses another child (verbally or physically), the child and the ASU user accompanying him or her will be permanently banned from the Family Room.
- If you are caught in the Family Room and you have not signed in, you will be banned for the week.
- If you use the Family Room when you are banned from it, Public Safety will be called. The ASU user will then be banned permanently from bringing children to the library.