

Children's Library Group Study Room Policy

Purpose: The Beverly Hills Public Library provides study rooms to enable small groups of youths, no more than six individuals at a time, a quiet place to meet and work together on projects during library hours. Study rooms are available at no cost.

Locations: There are two study rooms located in the Children's Department.

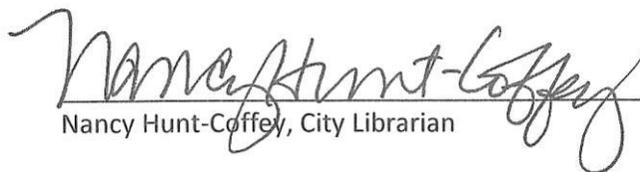
Eligibility & ID:

- The person making the reservation is responsible for the room and making sure the group adheres to the BHPL Standards of Behavior and all other BHPL Policies.
- The person making the reservation must possess a Beverly Hills Public Library youth card, or a kindergarten through twelfth grade school identification card.

Reservations:

- May be made in-person on a "first come, first serve" basis; advance reservations are not accepted.
- Time slots are for one hour and end 15 minutes before the library closes.
- In support of the Library's Literacy Program, a limited number of hours may be on standing reservations for volunteer literacy tutors and their students during the hours of 10:00 a.m. and 3:00 p.m. Monday through Friday.
- More than 2 "no-show" reservations may result in the loss of the group study room reservation privileges. Please inform the Librarian at the Children's Library Reference Desk if you cannot keep your reservation.
- There is a grace period of ten minutes in order to claim the room or it may be forfeited to others waiting.
- Please do not leave the room unattended during your reserved hour.
- Please inform the Librarian at the Children's Library Reference Desk when you vacate the Study Room.

Enforcement: Staff has the discretionary authority to remove users from the study rooms should their behavior be inconsistent with the purpose of the room's intended use, violate the Library Standards of Behavior Policy, and/or is disruptive to others in the Library.


Nancy Hunt-Coffey, City Librarian

APPROVED: July 16, 2014