

Children's Services Collection Development Policy

1) Purpose Of The Policy

The library provides a wide range of materials in all formats to fulfill the informational, cultural, learning and leisure needs of children of all ages.

The specific purposes of this policy are :

1. To state publicly the principals of selection upon which material is chosen.
2. To define responsibility for selection and to identify the delegation of that responsibility.
3. To provide direction for staff in collection development and maintenance.

2) Responsibilities

The Brockville Public Library Board assumes ultimate responsibility for the collection and the implementation of the Children's Services Collection Development Policy.

The Library Board delegates this responsibility to the library CEO who in turn delegates it to qualified staff.

A professional children's librarian is responsible for the following guidelines established to carry out collection development tasks.

Suggestions from patrons are always welcomed and are given due consideration.

Parents and legal guardians are responsible for children's reading and viewing, not the staff of the Brockville Public Library. The library believes in the intellectual freedom of the child and the right of parents and legal guardians to develop, interpret and enforce their own code of ethics upon their children.

3) Intellectual Freedom

Children have the same rights as all others to intellectual freedom. Various levels of government and library associations have defined these rights. The collection development policy endorses these rights by:

- Taking on the responsibility for the development and maintenance of intellectual freedom.
- Recognizing the right of criticism by parents/ legal guardian and other individuals or groups.

- Endorsing the Children's Rights in the Public Library adopted at the Ontario Library Association Annual meeting, November 1998.

4) Balance

The primary aim of selection is to establish a balanced collection which represents all points of view on a subject. The Brockville Public Library Board recognizes that some materials in the collection may offend some individuals because of language, moral implications, or religious or political point of view expressed. However selection will not be made on the basis of any anticipated approval or disapproval, but on the evaluation of the item's merit, authenticity, quality of presentation and use to the community.

5) The Library And Schools

Materials are selected which support school curriculum and the needs of school projects, but this is not the primary reason for their selection.

6) Selection Criteria

All selection must be considered in terms of the following criteria:

- Suitability for meeting the needs of the children in the community and appeal to the interests of the community.
- Artistic excellence/literary merit/technical quality/quality of presentation
- Reputation and/or significance of the author generally
- Accuracy, authority and currency on the subject
- Comments by reviewers
- Avoidance of stereotypical representations of people
- Popular demand and current trends
- Relation to existing collections and other material on the subject
- Skill, competence and purpose of the author
- Budgetary and space considerations
- Suitability of physical form for library use

Items chosen for the collection should meet most—not necessarily all—of these criteria.

7) Composition Of The Collection

The composition of the collection reflects the needs and interests of children of all ages in the community as determined by analysis and experience on the part of the library staff. The collection will be composed of the following parts:

1. Fiction

The materials in the fiction collection must interest and encourage children to read. All reading levels are included. Individual collections are: Board books, Picture Books, Beginning-To-Read Books, Beginning-To-Read-Chapter Books, Senior Fiction.

2. Non-fiction

Non-fiction includes circulating materials in all subject matter, at reading levels from grade one to six, for both information and recreational interests.

3. Reference

Non-fiction material in all subject matter, at reading levels from one to six, to be used for informational needs in the library.

8) Other Components Of The Collection

When considering the components of the collection, the Brockville Public Library selects for individual needs within the community. Policies for collection development include these individual needs:

- Multiculturalism
- First Nations
- French immersion
- Special Needs Children
- High-Interest-Low-Vocabulary
- Parents/ Professional Support
- English As A Second Language

9) Format

Materials should be purchased in a variety of formats for children's use.

Selection criteria, (listed in section 6), will be applied to selection and deselection of all library materials. The content of material, rather than the format will determine the status of the item. Both hardcover and paperback books, CDs, music cassettes, talking-books and videos constitute the makeup of the collection.

10) Selection Maintenance

To keep the collection timely and attractive, materials are withdrawn when they are outdated, worn, or no longer useful. The criteria for selection are used in the removal of materials. Replacement of items depends on the demand for that title, the availability of more current materials on the subject and the extent of coverage of the subject in the collection.

- Brockville Public Library does an inventory every second year.
- Weeding is ongoing using the CREW method.

11) Donations

The criteria for selection are used in the acceptance of donated materials. All items not meeting that criteria are sold with the proceeds being used to purchase new titles.

12) Request For Review Of Library Materials

The presence of an item in the collection is an affirmation of the principle of intellectual freedom as embodied in the Children's Rights in the Public Library. It does not indicate an endorsement of its contents by the Brockville Public Library Board. The following will not cause an item to be automatically included or excluded from the collection:

- Race, religion, nationality or political views of the author
- Controversial content
- Endorsement or disapproval by an individual or group

The Brockville Public Library recognizes the right of individuals to express opposition to author's ideas or their creative use of language. In the event of objection or complaint, the library patron is asked to complete the "Request for Reconsideration of Library Materials" form.

