Orange County Public Library, North Carolina

GROUP VISITS AND STAFF OUTREACH

Philosophy

Orange County Public Library welcomes group visits to the library and strives to make each experience enjoyable and educational for all participants. Likewise, our staff welcomes the opportunity to visit outside organizations to participate in literacy related events and promote library services and programs. It is our goal to serve the greatest number of community members in a fair and equitable manner.

Policy

All group visits or outreach opportunities must be prearranged at least 2 weeks in advance to ensure the library is adequately staffed to accommodate the request and space is available to provide a quality experience. In the event that a request cannot be honored, staff will work diligently to find a more suitable date and time for said request.

The library must adhere to room capacity, building fire codes and safety procedures when making arrangements with outside groups. Therefore, we may need to limit the group size to meet such regulations and we ask that group visits maintain a 1:10 adult to child ratio.

Conduct and Courtesy

The library's Conduct and Courtesy policy applies to all visitors. Library staff will follow guidelines set by that policy to address and behavioral issues that may arise.

For Adult/Teen Visits – please contact Anne Pusey at apusey@orangecountync.gov

For Youth Visits – please contact Mary Shaver at mshaver@orangecountync.gov

For Carrboro/Cybrary visits – please contact Erin Sapienza at esapienza@orangecountync.gov

Approved by Hyconeechee Board, November 2010
Updated and approved by Library Director, May 2014