Category: Materials Policy Number: 604

Title: Provisions of Library Materials to Persons Unable to Use

Conventional Materials

Guidelines and Procedures:

1. The Board believes that those persons unable to read or handle conventional print materials in a normal manner are entitled access to library and information services.

- a) Upon request, the library shall provide Daisy Readers and CD's through CNIB for those who are legally blind, visually impaired, physically challenged or suffer a reading disability
- 2. The Library shall provide access to library materials and information services for those patrons with special needs.
 - a) The library will endeavour to provide an outreach service, upon request, to any patron in the community who, by reason of health, age, or unusual circumstance, is unable to visit the library and use its regular services.
 - b) Whenever possible, the library will attempt to provide, through its own collection and/or regional resources and subject to availability, reasonable access to high interest, suitable vocabulary materials for all age levels.
- 3. The library shall provide materials to library patrons in languages other than English.
 - a) Should any ethnic group or individual desire certain books to meet their ethnic and cultural needs, books will be borrowed through a block loan.
 - b) Orders shall be placed through Northern Lights Library System.

Reviewed May 14, 2022

Policy #604

Provision of Library Materials to Persons Unable to Use Conventional Material