

Sex Offenders against Minors Policy-2012

Approved: August, 2009 Reviewed 2012

- In accordance with Chapter 692A of Subtitle 1 of Title 16 of the Code of Iowa, the Board of Trustees for the Atlantic Public Library prohibits the presence of sex offenders convicted of sex offenses against minors upon or within 300 feet of library property without written permission of the Library Director.
- The Library Director may only give written permission as the result of a vote at a meeting the Board of Trustees at which a quorum is present.
- Persons barred from library property under the law remain entitled to library service. It is the responsibility of the library user to arrange for a courier to select, check out, and return materials to the library through possession of the library user's card.
- Persons barred from library property under the law will not be served by the library's homebound delivery service.
- The issuance of a library card to individuals who have been convicted of a sex offense involving a minor does not grant those individuals permission to enter the library or to be present on library property. Individual convicted of a sex offense against a minor must follow proper library procedures and policies to request and obtain written permission to be on library property, regardless of whether or not they possess a valid library card.
- Definition of "Loiter": means remaining in a place or circulating around a place under circumstances that would warrant a reasonable person to believe that the purpose or effect of the behavior is to enable a sex offender to become familiar with a location where a potential victim may be found, or to satisfy an unlawful sexual desire, or to locate, lure or harass a potential victim.
- Suspicious person or persons who appear to be "loitering" will be reported to the police to be checked out and investigated.
- Background check will be performed using the National Sex Offender Registry on all employees, potential employees, and volunteers, including library board members or potential library board members, who are or will be working on library property.
- Violations of this policy will be immediately reported to law enforcement.

INCIDENT REPORT FORMAT

To be completed by staff within 12 hours of incident/accident

Incident Date: _____ Incident Time: _____

Injured Person Name: _____

Address: _____

Phone Numbers: _____

Male/Female: _____ Date of Birth: _____

Details of Incident:

Who was injured person? _____

Injury Type: _____

Does Injury require Hospital/Physician? Yes: _____ No: _____

Hospital Name: _____

Address: _____

Hospital Phone Numbers: _____

Injured person/Party Signature/Date: _____ / _____

Important Notes and Instructions:

Prepared By: _____ Date: _____

Name of Approved By: _____ Signature: _____