Beloit Public Library
Board Policy

SENSORY ROOM POLICY

GENERAL POLICY

The sensory room is intended for, but not limited to, those who are sensitive to visual, auditory, physical, and other sensory input. The space is located inside the Children's Area, but it is available for all ages. Users of the sensory room will follow all library policies, including but not limited to the Behavior Policy, Dangerous Weapons Policy, and Privacy Policy.

GENERAL RULES OF CONDUCT

A maximum of four people can be in the room. Room use is limited to 30 minutes and is available for requests until 8 p.m. Monday through Thursday and 4 p.m. Fridays and Saturdays. Users under the age of 16 must have an adult with them to use the space.

The sensory room is not a standard Beloit Public Library study room. Requests to use the room will be first-come, first-served with the expectation that the room will not be used for more than thirty minutes. Those requests can be facilitated at the Children's Desk. Users will have access to sensory kits for the room. Once accessing the room, the user agrees to not damage or remove items from the room. Food and/or drink is not allowed in the Sensory Room.

In the event that the sensory room is already in use when another patron requests it, library staff will provide a sensory kit and another suitable room if available. Sensory kits are for the purpose of regulating sensory input and are not meant to be toys for everyday use. Individuals using the kits are expected to return them before leaving the library. All items in the kits should be accounted for at the time of return. Users will notify staff of any needed repairs or battery replacements.

Use of the sensory room does not convey an expectation of privacy. Library staff retain the right to monitor and access the space at all times. Only library staff are permitted to move furniture in the room.

Beloit Public Library, Library Board, and staff, collectively and individually, are hereby released and discharged from any and all liability for any loss, injury, or damage to persons or property which may be sustained during sensory room use.

Beloit Public Library staff may deny access to the sensory room to individuals who have failed to follow library policies.

History: Adopted October 21, 2026