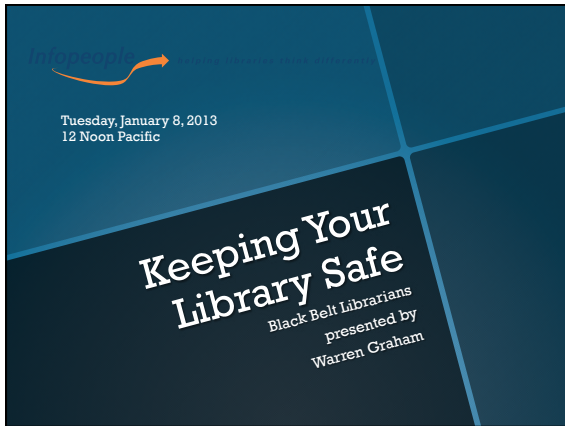


Keeping Your Library Safe: Black Belt Librarians







This material has been created for the Infopeople Project [infopeople.org], and has been supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. This material is licensed under a Creative Commons 3.0 Share & Share-Alike license. Use of this material should credit the author and funding source.

Keeping Your Library Safe: Black Belt Librarians

The Basics

- Simple procedures
- Staff training
- Fair enforcement
- Equal treatment

Rule Development

- Keeping them simple
- The one rule you must have
- Guidelines
- Thresholds

Administration's Role

- Understanding policy
- Having a clear mandate
- Supporting front line staff

This material has been created for the Infopeople Project [infopeople.org], and has been supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. This material is licensed under a Creative Commons 3.0 Share & Share-Alike license. Use of this material should credit the author and funding source.

Keeping Your Library Safe: Black Belt Librarians

Staff Consistency

- Behavior, not appearance
- Daily staff consistency
- Everyone doing their part
- Good customer service!

Cultivate a "Quiet Awareness."

- 30-30-30
- Three results
- Less staff on hand = more awareness

Documentation

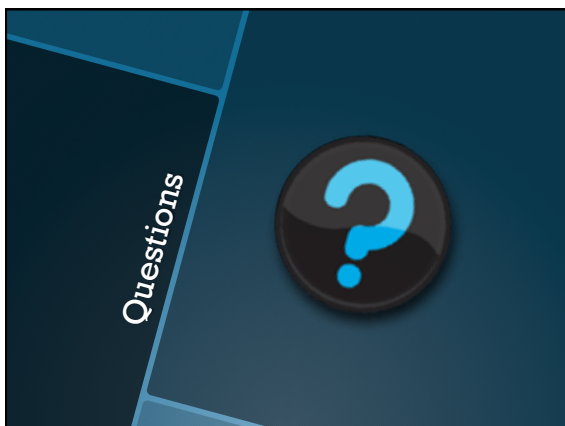
- Incident reports
- Daily log
- Potential problem log
- The purpose of documentation

This material has been created for the Infopeople Project [infopeople.org], and has been supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. This material is licensed under a Creative Commons 3.0 Share & Share-Alike license. Use of this material should credit the author and funding source.

Keeping Your Library Safe: Black Belt Librarians



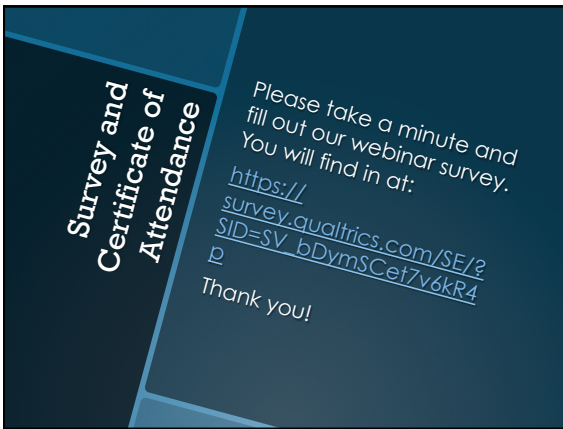


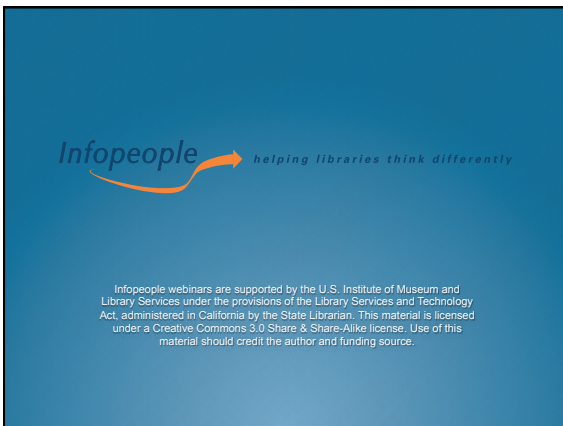


This material has been created for the Infopeople Project [infopeople.org], and has been supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. This material is licensed under a Creative Commons 3.0 Share & Share-Alike license. Use of this material should credit the author and funding source.

Keeping Your Library Safe: Black Belt Librarians







This material has been created for the Infopole Project [infopeople.org], and has been supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. This material is licensed under a Creative Commons 3.0 Share & Share-Alike license. Use of this material should credit the author and funding source.