

JONES LIBRARY

NORTH AMHERST LIBRARY • MUNSON MEMORIAL LIBRARY

Program Registration Procedures

1. Patrons may register for a program in person at the Kids' Room circulation desk, by phone at 413-259-3091, or by email at kids@joneslibrary.org (teens@joneslibrary.org for teen programs). Registration closes 24 hours before a program is scheduled to take place.
2. If no one has registered for a program within 24 hours of its scheduled date, the program will be cancelled. It may be rescheduled at a future time.
3. The age range of a program is to ensure the safety and interest level of the attendees. We understand that younger siblings sometimes want to join a program. Only the children who are registered for the program may attend. Siblings are invited to use our other library resources and play materials in the picture book room with a caregiver, and to attend the programs that are designed for their level.
4. If a program is full, we are happy to add patrons to a wait list.
5. The day before a program we will offer a reminder phone call to patrons registered for the program; if a patron is unable to attend a program that they have registered for we appreciate notice so that we can offer the space to someone from the waitlist. Waitlisted patrons will be contacted in the order that they have registered as spaces become available.
6. Adult caregivers should check with the person running the program to determine if they are required to remain in attendance with their child.

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