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| Policy Number: | P21 | Pages: 2 |
| Date Originated: (m/d/y) | | Review Frequency: Annually |
| Date Revised: (m/d/y) | 04/19 | Last Reviewed: |
| Point of Contact: Kathy Williams, Director of Public Services | | |

Food and Beverages in Programs

Policy Statement

The City of Pickering Public Library conducts programs and events that are open to the public and strives to provide a welcoming and comfortable environment. Health and safety of all program and event attendees is a priority.

Policy Principles

1. Staff may use and/or serve food and beverages during special programs and events as either an activity component (e.g., children’s craft) or for public consumption (e.g., refreshments table).
2. When food and/or drink is provided at special library programs and events, staff will strive to ensure all promotional materials advise that food and/or drink will be used or served.
3. When food and/or drink is provided at special library programs and events, staff will strive to provide nut-free food and beverages. Note: The Library cannot guarantee an area or food/drink is nut-free, or that items have not come into contact with allergens.
4. Parents, teachers and supervisors of young children will be advised via promotional materials if food and drink is offered at children’s program. Caregivers will decide if their children can accept food and drink.
5. When provided at special library programs and events, staff will source food and beverages from an inspected public vendor only.
6. Alcohol can only be served with a government issued special permit and when certified library staff are on-site during the entire duration of the library program or event. Alcohol

can only be served in closed spaces to clients 19 years of age and older, with valid government issued photo identification. Staff reserve the right to ask for photo identification at the door of the program or event and must deny entry or service to clients without valid identification present in hand. All alcohol must remain in the designated space.

7. The Library does not accept homemade food contributions for library programs. If a client would like to offer a food, the food must be in the original, sealed packaging from a commercial vendor with a list of ingredients and an expiry date.
8. Clients are responsible for monitoring the consumption of food and drinks by children under their supervision. This includes food and drink that is not served by Library staff. *Note: Programs are conducted in various Library spaces. The Library cannot guarantee an area is nut-free or that items/equipment used in a program have not come into contact with allergens. Be aware that the public are allowed to consume snacks and drinks in many areas of the library.*
9. Washroom facilities are available for handwashing and clean-up.

For further information please contact: Kathy Williams, Director of Public Services, Pickering Public Library at 905-831-6265 ext. 6251 or email kathywilliams@pickeringlibrary.ca

Alternate formats of this document are available upon request.
Please speak to Library staff for assistance.