

## Extended Hours Access – Strathfield Library and Innovation Hub

# Guardian Consent

### Applicant's details

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Library card number: \_\_\_\_\_

### Guardian's Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Please sign the form below outlining that you agree with the Terms and Conditions of Use:

- I agree to accept full responsibility for the Terms and Conditions, including the Consent and Risk Waiver.
- All Library policies, including the Library User Conduct Policy apply at all times.
- Access will only be activated after Council approval and the completion of a mandatory safety induction.
- The applicant is solely responsible for their Library membership card and must not share it.
- Sharing of an access card will result in immediate termination of Extended Hours Access without notice and may lead to a penalty suspension period determined at Councils discretion. Penalty periods cannot be appealed and remain in place solely at the discretion and review by Council on a case-by-case basis.
- Tailgating (letting other enter without scanning in) is strictly prohibited and may result in suspension.
- The Library is under 24/7 CCTV surveillance. Applicants acknowledge and understand that they may be recorded accessing and using the library facility.
- Library facilities must be respected and left clean. No rubbish is to be left behind.
- All returned items must be deposited in the Book Lockers at the Library entrance.
- All borrowed items must be checked out using the self-check system.
- Alcohol, smoking and vaping are strictly prohibited inside the Library and within 5 metres of any entrance and in the carpark.
- To access the Library during extended hours, members must scan their membership card and enter a one-time PIN received via SMS at the time of entry.
- When exiting the Library, Applicants must scan their membership card to record their departure. Doors must not be held open for others under any circumstance.
- Applicants must exit and re-enter using their membership card and one-time PIN after the library closes to non-members and staff, ensuring their presence is registered.

- Emergency exits and procedures are clearly displayed. Applicants must familiarise themselves with these prior to accessing the Library during extended hours.
- If the main exist is unavailable, the clearly marked Emergency Door must be used.

### **RISK WAIVER**

I understand and accept that accessing the Library out of staffed hours under the extended hours Access period is an activity that there is a potential risk of personal injury or loss and that accidents or unforeseen events do happen. I also understand and accept these risks of possible injury and harm or property damage or loss for which myself or my child/ward as Applicant may not be prepared.

I, on behalf of myself (or Guardian of a Minor Applicant), agree to fully release Council (and their councillors, directors, officers, employees, volunteers, contractors, sponsors or agents) from all liability (to the extent permitted by law) for any loss, injury (whether fatal or otherwise) or damage suffered in relation to my attendance and/or use of the library out of staffed hours, however so caused, including but not limited to, any negligence, breach of duty, or other acts or omissions of Council (or their councillors, directors, officers, employees, volunteers, contractors, sponsors or agents).

### **PRIVACY STATEMENT**

These Terms and Conditions are governed by the laws of New South Wales. All Applicants irrevocably submit to the non-exclusive jurisdiction of New South Wales.

Council manages privacy and personal information in accordance with relevant legislation and Council's Privacy Management Plan. Information on how Council handles your personal information is explained in Council's Privacy Management Plan.

Council collects and stores your personal information in relation to your application and participation in the extended hours access of the Library. You accept the provision of personal information is voluntary but failing to provide all or part of the sought after information may mean Council cannot process your application. Information provided by you may be accessed by government agencies and members of the public in accordance with relevant legislation. Council is to be regarded as the agency that holds the information.

Under the Privacy and Personal Information Protection Act 1998 and the Government Information (Public Access) Act 2009 you can apply to access records of personal information Council holds about you, and then apply to amend or correct personal information. You can access your personal information by writing to Council's Privacy Contact Officer at PO Box 120, Strathfield NSW 2135. You can view Council's Privacy Management Plan by visiting [www.strathfield.nsw.gov.au/council/privacy-management/](http://www.strathfield.nsw.gov.au/council/privacy-management/)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_