Going to the Mount Prospect Library!

This is my library. We come to the library to use the books, movies and computers, or go to a program.
The purpose of this book is to help families gain a visual familiarity of the Mount Prospect Public Library and the Youth Department so that they can feel comfortable during their visits.

This book will help you teach your children how to use library services, get a library card, attend a storytime, and interact appropriately at the library.

Tailor the story to your own child; you can use particular pages, or particular information on each page. The smaller information on the bottom of the pages or on the back is more specific and may be more useful for older children.

Thank you for visiting! Please let us know how we can be of assistance or if you have questions.

To contact the Youth Department, call 847-590-3320.
There are two floors at the library.

On the first floor is where I can check out books, get my library card, and the children’s department.

On the second floor is the adult and teen department.
These are the things I want to take home.

I have to check them out first.
I need to stop here or here.
This is the circulation desk.

This is where I can check out books and movies that I want to take home.
I may need to wait in line for someone to help me.
I give the clerk my Library card and the things I’m checking out.
Now I can take the books and movies home.
I can use the Express Check to check out my materials by myself.
This is where I return books and movies to the Library.

I can only keep the books and movies for a short time. Then I must return them to the library. Other kids want to use the things I’ve checked out.
This is a library card.

I can get my own library card. I need to bring it with me when I go to the library. The card lets me check out books and movies and use the computers.
This is the registration desk.

This is where I can get my library card.
To get a library card, I can visit the registration desk with mom or dad.

They will ask mom and dad some questions. I should wait with them while they are doing this.
Then I wait even longer while they ask my parents more questions...
I sign my name on the back of the card.
Then I pick out my prize from the treasure chest!
This is the Youth Department.

Sometimes the children’s department is noisy, or there are a lot of people here. I should tell my grown up if it is bothering me so we can go somewhere more quiet.
This is the Youth Department Desk.

The library staff who work here can help me find the things I’m looking for and answer my questions. If I get lost, the library staff can help me find my grown-up.
This is how I know who works at the library.

These are the people who work at my library. They will have a badge or a nametag with their name on it. I know that I can get help by asking my questions to a staff person. They can help me find the books or services I am looking for. I should use good manners.
My library has rules.

I need to treat the library materials carefully.
To keep the library clean, I eat my food outside the library or at home.
I am kind to the other people and keep my hands to myself.
I should stay with my grown up at all times.
It’s important to have a quiet voice and walk.
There are so many fun things to see and do at the library.

I can play with puppets at the puppet stage, or games in the elementary area.
I can find and read books.

Another person may want to borrow the book I have. I need to return the book on time so the next person can have it. If I want to keep it longer, I can renew it.
I can find movies, video games, and more.
I can read materials in other languages for children and adults.
I can use the computers to play, do homework, or watch a movie.

I am very gentle with the computer. If someone else wants to use it, we take turns.
I can read comic books and magazines.
I can do a group project or study by myself in a study room.
I can go to storytime.
These are the storytime rooms.
I can attend a program.
I can read to Monty the Mount Prospect Duck.
I can say “Hi” to Clifford and the fish.

I must be gentle with Clifford and the fish. When I visit the fish, I should not tap on the glass.
I can play in the Book House or Family Place.

At the library, it is important to share toys and space with other kids.
I can ask the friendly staff for help.
These are the times I can use the library.

**Main Library**

Monday: 9:00 am to 10:00 pm  
Tuesday: 9:00 am to 10:00 pm  
Wednesday: 9:00 am to 10:00 pm  
Thursday: 9:00 am to 10:00 pm  
Friday: 9:00 am to 10:00 pm  
Saturday: 9 a.m. to 5 p.m.  
Sunday: noon to 5 p.m.

**South Branch**

Monday: 11:00 am to 7:30 pm  
Tuesday: 11:00 am to 7:30 pm  
Wednesday: 11:00 am to 7:30 pm  
Thursday: 11:00 am to 7:30 pm  
Friday: 11:00 am to 7:30 pm  
**Friday before the 2nd Saturday** – 11:00 am to 3:00 pm  
**2nd Saturday of the month** – 11:00 am to 3:00 pm