



## PORT MOODY PUBLIC LIBRARY BOARD POLICY

Section:	<b>Human resources</b>	Policy number:	<b>E7</b>
Policy title:	<b>Student practicum</b>	Approval date:	<b>Dec 5, 2005</b>
		Revision date:	<b>Sept 16, 2010</b>

1. The Port Moody Public Library will cooperate with educational and rehabilitative institutions where possible to allow students to complete field work assignments and special projects within the Library system. Students are supervised by Library staff.
2. When considering such placements, the efficient and optimum operation of Library services is of prime importance and the Library reserves the right to discontinue any placement which unduly disrupts Library operations.
3. Library employees shall not be displaced by any student program and work experience students shall not receive remuneration or be considered employees of the Port Moody Public Library.
4. Students shall wear appropriate identification badges.