4. Security Policy

4.1. Scope

This policy covers all collections in all formats within the Library

4.2. Aims

It is the Library's policy to take all reasonable measures to protect its collections and other property from loss, destruction or damage and to protect all its buildings from unauthorised intrusion.

4.3. General Policy Statement

4.3.1. Pursuing this policy, the Library will ensure that premises are adequately maintained and fitted with suitable security devices.

4.3.2. The Library is committed to an adequate, well-trained security staff.

4.3.3. The Library will control the entrance and exit of users. It retains the right to restrict user access to certain collections in the context of security requirements.

4.3.4. The Library will ensure that staff at all levels are made aware of their security responsibilities and are properly trained to carry out their duties.

4.3.5. The Library reserves the right to exclude from the Library or to prosecute in cases of theft or significant damage

4.3.6. The Deputy Librarian is responsible for security and the management of security staff in the Library.