

**Detailed rules on the use of the Parent and Child Room in the Main Library of the Poznań
University of Economics and Business**

1. PUEB Main Library offers a Parent and Child Room (room no. 224), located in the Lending Library.
2. The Parent and Child Room is available during the Lending Library's opening hours.
3. The Parent and Child Room is facilitated with a working desk, sofa, an armchair and children sized furniture. There are also children's books, colouring books and crayons available.
4. The room is intended for study/work for a caregiver looking after a child and is not available for commercial activities.
5. The Parent and Child Room is made available to employees, PhD students and PUEB students.
6. The access is granted by a librarian on duty at the Lending Library's User Service Point.
7. Persons using the Parent and Child Room are required to leave their bags, backpacks, and outerwear in the self-service lockers located in the Lending Library, and to take necessary personal items with them in the baskets provided for this purpose.
8. In the Parent and Child Room, you are allowed to use the books from the Lending Library, as well as your personal studying and computer equipment.
9. In the Parent and Child Room, upon previous request, you are allowed to use the materials from the Reading Room.
10. To request materials from the Reading Room, please send an e-mail to: czytelnia@bg.ue.poznan.pl or come in person, specifying that they will be used in the Parent and Child Room.
11. The librarian on duty at the Reading Room's User Service Point will deliver your requested materials to the Parent and Child Room.
12. In order to use the room, you need to sign the Parent and Child Room Visitor List and present a valid ID to the authorized librarian on duty at the Lending Library's User Service Point.
13. The caregiver bears a sole responsibility for the accompanying child's safety. No child is allowed to stay in the room without their caregiver's supervision.
14. After finishing work, the caregiver is obliged to leave the room in impeccable condition and to clean up after the child's consumption of meals or drinks.

15. The caregiver remains fully responsible for any Library's materials brought to the room, as well as for the furniture and equipment present.
16. The Library's materials are to be left at the designated library cart in the Parent and Child Room.
17. Please notify the librarian on duty at the Lending Library's User Service Point after having finished your work.
18. You must leave the room no later than 15 minutes before the Lending Library's closing hour.
19. Subletting the Parent and Child Room to other parties is forbidden.
20. In all matters not covered by the above Rules, the provisions of the *Regulations for the use of the Main Library book collections of the Poznań University of Economics and Business* shall apply.
21. Failure to comply with the above Rules will result in a ban on using the Parent and Child Room and, in the event of property damage, compensation for the costs incurred.
22. The above Rules are effective from March 12th 2026.

Director of the Main Library

/mgr Dorota Wojewoda/