

Adult Programming Department

Attendance Policy

Many of the programs offered through the Cape May County Library require registration prior to the start of the program. Programs that require registration will be marked on the calendar (online and print), in press releases, and on promotional posters.

To ensure fairness, patrons who fail to appear for three (3) programs/classes will not be eligible for first time registration for a period of six (6) months. These patrons will automatically be placed on the waiting list. If an opening is available, the patron will be notified that they can attend. Past absences expire from a patron's record two (2) years after the date of the original program.

If a patron cannot attend a program/class, it is their responsibility to alert the library via telephone at least twenty-four (24) hours prior to the start of the program/class. If proper notice of cancellation is given, the patron will remain in good standing. A cancellation with less than twenty-four (24) hours' notice will result in an absence.

Any programs/classes with two (2) or more consecutive dates require patrons to attend all classes in the series. Patrons must sign in at each class to confirm their attendance. A patron who misses one or more classes during a course will receive an absence for each missed day. Any patron who wishes to withdraw from a course must follow standard cancellation procedure.

If a patron fails to attend the first class in a series, their seat will be offered to the next patron on the waiting list for the remainder of the course.