

BACKGROUND: *This instruction sheet presents guidelines on the assignment of Library of Congress subject headings to juvenile materials. These instructions do not apply to the assignment of Children's Subject Headings (formerly called AC headings) by children's literature catalogers. For guidelines on the assignment of classification numbers, see F 615.*

DETERMINING WHETHER A WORK IS JUVENILE: *Treat topical materials intended primarily for children and young people through the age of 15, or the 9th grade, as juvenile. Treat fiction intended primarily for children and young people through high school age as juvenile.*

If explicit information on age level ("pre-school through age-15," "ages 12 and up," etc.) has been provided by the publisher on the dust jacket, cover, front matter, CIP data sheet, etc., use this as the basis for determining that the work is intended to be juvenile. If the age level is not explicitly stated, determine the intent by a careful examination of the preface, text, series statement, etc. In more difficult cases, use such indications as format, publisher, treatment of previous works in the same series, etc., as clues to the intended audience of the work.

1. Topical juvenile materials. Assign LC subject headings and subdivisions to topical materials for juveniles up through age 15 or 9th grade. Use the form subdivisions **-Juvenile literature**, **-Juvenile films**, **-Juvenile sound recordings**, and **-Juvenile software** as the final element in all subject headings assigned to topical juvenile materials unless special form headings or subdivisions have been established, for example, **Children's encyclopedias and dictionaries**; **-Dictionaries, Juvenile**; **-Encyclopedias, Juvenile**; **-Juvenile humor**. With rare exceptions, if a work is assigned any juvenile heading, all headings assigned must reflect the juvenile nature of the work.

Note: The above paragraph does not apply to belles lettres. For provisions applicable to juvenile belles lettres, see sec. 3, below.

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2. Textbooks. Assign the heading [*topic*]-**Textbooks** to textbooks for children up through age 15 or 9th grade. Do not further subdivide **-Textbooks** by **-Juvenile literature** and do not assign duplicate headings divided by **-Juvenile literature**.

Exception: For religious education textbooks, use the subdivision **-Textbooks for children**. For foreign language textbooks, use either **-Textbooks**, **-Textbooks for English, [French, etc.] speakers**, or **-Textbooks for foreign speakers**, as appropriate. Do not further subdivide by **-Juvenile literature**. *Examples:*

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650 #0 $a Jewish religious education $v Textbooks for
children.
650 #0 $a Christian education $v Textbooks for children
    $x Lutheran.
650 #0 $a English language $v Textbooks for foreign
speakers.
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3. Juvenile belles lettres. Assign juvenile form headings and subdivisions to belles lettres for children, for example, **Children's stories**; **Nursery rhymes**; **-Juvenile drama**; **-Juvenile fiction**; **-Juvenile poetry**. Where juvenile form headings do not exist and are not deemed appropriate to establish, assign adult headings, for example, **Ghost stories**; **Detective and mystery stories**. Do not further subdivide these adult form headings by the juvenile form subdivisions **-Juvenile drama**, **-Juvenile fiction**, or **-Juvenile poetry**.

Do not assign juvenile form headings to belles lettres for young adults.

Do not use the subdivision **-Juvenile literature** under form headings for juvenile belles lettres. The exceptions to this practice that occurred in the past, for example, **Limericks-Juvenile literature**; **Riddles-Juvenile literature**, have been removed from the subject authority file and should not be used or reestablished.

Do not treat folklore materials as belles lettres. Do not use juvenile form subdivisions under headings for particular genres, such as **Tales**; **Fairy tales**; **Folk literature**; **etc.**, nor under the subdivision **-Folklore**.

4. Polyglot books. Establish and assign to both individual works and to collections of juvenile fiction, drama, and poetry presented in three or more languages headings of the type **Children's stories**, **Polyglot**; **Children's plays**, **Polyglot**; **Children's poetry**, **Polyglot**.

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5. *Juvenile software.* Assign headings of the type *[topic]*-**Juvenile software** for materials coded **a**, **b**, or **c** in field 008/22. Also assign headings of this type for materials coded **f** (Specialized) if there is evidence that the material is juvenile in nature

6. *Bibliographies of juvenile materials on specific topics.* Assign headings of the type *[topic]*- **Juvenile literature-Bibliography**. For lists of juvenile audiovisual materials, assign headings of the type *[topic]*-**Juvenile films-Catalogs** or *[topic]*-**Juvenile sound recordings-Discography**.