

CUS-4: Unattended Children Policy

Adopted: 3/20/2014; Last Revised: 1/25/2024

Policy Statement

The goal of the library is to maintain a welcoming environment that encourages families to explore library resources and share learning opportunities. The library wants adults and children of all ages to have a safe, positive experience.

Regulations

1. Children under the age of ten must be accompanied and adequately supervised by a caregiver at all times. Caregivers must be at least fourteen years of age and are responsible for their children's behavior while at the library. The library is a public place and, as such, cannot be responsible for unattended children.
2. Children aged eight to ten must have a caregiver in the building, while children aged seven and under must be in the same room and within direct sight of their caregiver.
3. When a child is discovered to be unattended, library staff will attempt to contact the caregiver and explain the Unattended Children Policy. If a caregiver cannot be contacted within thirty minutes, library staff will take appropriate action that may include contacting the police to take charge of the child.
4. If an unattended child acts in a manner not in compliance with the library's *Patron Conduct Policy*, staff members will take appropriate actions that may include contacting the police.
5. If unattended children are in the library at closing, staff will take appropriate actions that may include contacting the police. If the child is ten and under or is an older child who is uncomfortable being left behind after closing, the child is considered to be unattended.
6. Under no circumstances will a library staff member take a child out of the building or knowingly allow a child to leave the building unaccompanied.
7. When a parent or caregiver reports a lost child in the library, staff will immediately respond and follow established guidelines and procedures that may include contacting the police.
8. First offenses will be handled verbally by attending staff or in writing by the library director. Second offenses may result in restricted or suspended library privileges.
9. A patron may contest a library policy or any portion of a library policy by following the procedures as outlined in MGT-15: Appeals Process Policy.