

William B. Ogden Free Library
UNATTENDED CHILD

The library has a responsibility to provide an environment that is safe and comfortable for every patron who is using its services and facilities. The Board of Trustees and staff are eager for children to use the library and welcomes those who do so. However, the library cannot be held responsible for incidents, accidents, or other liabilities arising from the actions of unattended children.

The responsibility for the safety and behavior of children in the library rests with the parent/caregiver. It is not the library staff's responsibility to serve as baby-sitters, teachers, or disciplinarians. As with adults, children who violate the library's Patron Code of Conduct may be asked to leave the library. If the child is unable to leave the library without an adult, they should not be in the library without an adult. The library assumes no responsibility for the whereabouts of an unattended child who has been asked to leave library property.

All children should have the telephone number of someone who can assist them in an emergency. If a child under the age of eight (8) is found to be unattended, library staff will attempt to locate the parent/caregiver and inform them of the Unattended Child policy. If the parent/caregiver cannot be located, library staff will contact law enforcement to assist the child.

The following guidelines will be followed concerning the care and behavior of children.

- Children under the age of eight (8) years old must be accompanied by a caregiver over the age of twelve (12). The caregiver is responsible for the behavior and supervision of children in their care while at the library.
- Parents/caregivers are required to attend all library story times and programs with children under the age of eight (8) years.
- Children ages eight (8) and up may visit the library unattended.
- At closing time, if a child under the age of twelve (12) is left unattended, an attempt will be made to contact the parent/caregiver. If the parent/caregiver cannot be located, library staff will contact law enforcement to assist the child. Two staff members will remain with the child until law enforcement arrives.

In any situation involving the safety of children, and specifically whenever the parent/caregiver or police are contacted, staff will complete an Incident Report.