

Earlham Public Library

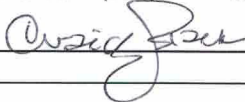
POLICY: Unattended Child Policy

Adopted: 4/8/14 (Date)

Last Revision: (Date)

Next Review: (Date) 4/2017

Board President Signature: _____



Unattended Child Policy

The Earlham Library has established a welcoming, educational and safe place for children, and we are glad your children are here. But the well being of children left alone in a public building is a serious concern.

Although our staff members work to ensure the safety of children in the building, their duties as providers of library services prevent them from being able to supervise each child. Library staff members are not licensed to provide child care.

Children Up to Age 7

1. Young children must have a parent or care giver in the immediate vicinity. If a child in this age group is found unattended or if he or she violates library rules, the parent or care giver will be informed of the violation. If a second violation occurs, the family will be asked to leave the library.
2. An exception is for children attending Story Hour or another library program without a parent or care giver in the room. However, the parent of care giver must remain in the library and immediately join the child at the end of the program.

Children 8 to 12

These children may use the library on their own. However, parents are still responsible for the actions of their children.

Teens 13 to 17

1. Teenagers are treated as adult patrons. However, they are still the legal responsibility of their parents.
2. Teens responsible for younger siblings must have emergency contact information.

Available Telephone

Even though a telephone is available for children to call parents for rides home, parents should be aware of the library's opening and closing hours. Parents should make arrangements for children to be picked up at the appropriate time.

Closing Time

If an unattended child remains at the library at closing time:

1. A staff member will remain with the child after the library closes until the situation is resolved.
2. The child can call a responsible person to provide a ride home.
3. If a parent or care giver cannot be reached or has not arrived within 20 minutes, the police will be notified.
4. If the parents or police do not pick up the child within a half-hour of closing, parents will be charged \$25 an hour or any portion of an hour for each employee remaining with the child.

Under no circumstances will a library staff member drive a child home.