

# **ROSE MEMORIAL LIBRARY ASSOCIATION**

## **UNATTENDED CHILD POLICY**

### **INTRODUCTION**

The Rose Memorial Library Association welcomes children of all ages to use our facilities. Our services and programs are offered to make the Library enticing to children, to encourage them to visit and to develop a love of books and reading.

Children should not be left alone in the Library. Responsibility for their welfare and behavior rests with the parent or guardian or an assigned chaperone. Library staff cannot assume responsibility for the children's safety and comfort when they are unattended. It is the responsibility of parents or guardians to provide childcare.

### **PURPOSE**

The purpose of this policy is to inform parents and guardians that the Library does not assume responsibility for their children, and to provide the guidelines used by staff in the event that a child is left unattended.

### **LEVELS OF SUPERVISION REQUIRED**

- Children under the age of four must always be in close proximity and within sight of the adult responsible for their safety.
- Children who are four through nine years of age must be supervised by a parent or responsible caregiver, age fourteen or over, while in the Library. Although a child this age may attend a program by him- or herself, parents or caregivers must remain in the Library facility and must be ready to meet the child promptly when the program ends. Staff does not monitor the arrival or departure of any child from a program or from the building. The Library does not have a public phone or allow the use of cell phones inside the facility.
- Children ten and older may be left unattended, providing they are mature enough to follow Library rules and observe proper conduct. Such children are subject to the same rules of behavior as other patrons and the same consequences, including being asked to leave the Library. Disruptive behavior, such as shouting, running or pushing, is not tolerated.
- Children of any age with mental, physical or emotional disabilities which affect decision-making skills or render supervision necessary must be accompanied by a parent or caregiver at all times.

### **UNATTENDED CHILD AT CLOSING**

- When staff observes an unattended child inside the Library at fifteen minutes before closing, the juvenile will be asked if he or she has made prior arrangements to be picked up by a parent or caregiver.
- If the responsible caregiver has not arrived at closing, the Stony Point Police will be called.
- Staff will not transport children.

**Approved by the Board of Trustees on May 18, 2011**