



Unattended Children Policy

Children under the age of 8 may not be left unattended in the library.

Unattended is defined to mean a parent, or responsible caregiver is not directly in charge of a child under the age of 8; or a child over the age of 8 is left in the library building at closing time and is unable to get home on their own.

Children under the age of 8 must be with their parent, or responsible caregiver at all times while in the library.

If staff suspects a child is unattended, the following procedure should be followed:

1. A staff person will try to identify and locate the child's parent or responsible caregiver within the library building and inform them of this policy.
2. If the parent or responsible caregiver is not found in the building, a staff person shall stay with the child and try to locate the parent or responsible caregiver with patron records, or other means available.
3. If the parent or responsible caregiver is located elsewhere, the staff person will explain this policy, and they will be asked to pick up their child immediately. If the child is not picked up within 15 minutes, the police will be called.
4. If a parent or responsible caregiver cannot be located, the staff person will call the police and stay with the child until the police arrive.

Approved at the regular Trustee meeting on April 3, 2017