

## **Unattended Child Policy**

The Worth Public Library District welcomes and encourages children to use its facilities, materials, programs and services. Parents and legal guardians are reminded, however, that libraries are open, public buildings, and the well-being and safety of young children left alone or unattended is a matter of concern.

In order to provide for the general welfare of children, and for the benefit of all those using the Library, the following rules are in effect:

- Adults who are unaccompanied by children and who have no specific need to use the Youth Services Department's resources or services will not be permitted to use the Department as a work space. Those adults will be directed to other areas of the Library.
- Parents/guardians are responsible for their children whether or not the parents/guardians are present.
- Children are expected to know how to contact their parents/guardians.
- Children under the age of 9 years must be accompanied by a family member/guardian that is 14 years of age or older. Children must be in visual contact with their family member/guardian.
- If a child under the age of 9 years is attending a program or story time, the parent/guardian must remain in the building and return to the program area at the end of the event.
- If a child's behavior is disruptive, whether attended or unattended, a library staff member will ask the child to follow the Worth Public Library's Behavior policy. If disruptive behavior continues, the child will be asked to leave the library's premises.
- The Worth Public Library District is not responsible for the care and supervision of unaccompanied children. If a child under 9 years of age is found while the building is closed or closing, staff will attempt to contact the child's parents/guardian. If no contact can be made, two staff members will wait with the child for 15 minutes after closing. After 15 minutes, the Worth Police Department will be called to pick up the child.
- Children who depend on adults for transportation to return home must be picked up before the library closes. If a child is found unattended at closing, library staff will attempt to contact the child's parent/guardian. If no contact can be made with the child's parent/guardian, two staff members will wait until 15 minutes after closing. If the child is still without a ride, the library staff will notify the Worth Police Department that there is a child without a ride and request that the police come to the library to pick up the child.
- The library may close unexpectedly due to hazardous weather, power outages, or other unforeseen circumstances. All children should have the telephone number of someone who can

assist them in an emergency. If a parent/guardian cannot be contacted, or is unable to retrieve their child from the library, the Worth Police will be asked to pick up the child.

- Under no circumstances may a staff member accompany a child home.

Approved September 13, 2016

Thomas Miller

President, Board of Trustees