

LOUTIT DISTRICT LIBRARY
UNATTENDED CHILD POLICY

Parents, guardians, and caregivers are responsible for the safety, behavior, and supervision of their children at all times in the library and on library property. Children, like all library users, are required to respect library property and to act in a manner appropriate to the use and function of the library.

Children age 10 and under must be accompanied by a parent, guardian, or assigned chaperone age 13 or older, at all times and in all areas of the library and its property.

If a child age 10 or under is left unattended by a parent, guardian, or assigned chaperone, age 13 or older, staff should assist the child in locating the person who brought the child to the library and explain the unattended child policy to the person. If the parent or caregiver cannot be located, staff should contact the local police by calling 911.

If an unattended child age 15 or under is in the library at closing, staff should:

- A. Allow the child to call a responsible person for a ride home and have staff explain to the parent or caregiver the library's policy concerning unattended children.
- B. At least two staff members must remain with the child after the library closes and until the situation is resolved.
- C. If the parent or caregiver cannot be reached and has not come after 5 minutes, staff should contact local police by calling 911. Staff shall also complete an unattended child notice, stating that the child is in police custody, and post on all outside doors. Only the first name of the child shall be included in the notice.
- D. Under NO circumstances should a staff member drive a child home.

Adopted: November 1, 2011

Revised: January 4, 2012

December 4, 2018