

Appendix F

Unattended Child Policy

For the safety and protection of young library users, the Danville Public Library has adopted the following policy concerning children left unattended in the library:

1. Parents and caregivers are responsible for their child=s behavior while in the library and for ensuring that the children in their care obey library rules and regulations;
2. The library in no way assumes responsibility for any child left unattended in the building;
3. Parents and caregivers may not leave children eight and under unattended in the library at any time;
4. For children ages 8 and under, during library sponsored programs parents and caregivers must remain in the library and must pick up the children in their care upon conclusion of the program;
5. If a child age 8 and under is found unattended in the library, staff will attempt to locate the parent or caregiver. If a parent or caregiver can not be found, the child will be placed in the care of local law enforcement;
6. Parents and caregivers of children between the ages of nine and twelve must have a responsible plan for picking up their children by closing time. Children must be aware of the specific arrangements that have been made;
7. The procedure for addressing unattended children eight and under may also be applied to older children in such instances as:
 - a. A child that has not been picked up within 15 minutes of closing
 - b. A child that has become ill or frightened
 - c. A child that is vulnerable because of circumstances such as weather conditions, inadequate meal arrangements or long hours out of contact with parents or caregivers
 - d. A child that has become disruptive and has not responded to verbal warnings issued by the library staff.
8. Under no circumstances will a staff member give a child a ride home, take a child outside the building or offer the child a seat in his or her vehicle;
9. Parents who disregard library policy may be reported to the appropriate social services agency.