

# Norwalk Easter Public Library

Subject: Safe Child Policy

Section: Rights, Relationships & Responsibilities

## Board

Approved: February 2003

Revised: September 2015

Next Review: September 2017

## SAFE CHILD POLICY

Individuals of all ages are encouraged to use the Norwalk Easter Public Library and the library is committed to making visits both memorable and enjoyable; however Library staff duties cannot include babysitting or taking over any parental responsibilities. While the Norwalk Easter Public Library is concerned about the safety and welfare of all; parents and caregivers are responsible for their children's safety and welfare and for monitoring children's activities and behavior.

### Guidelines

- Children under the age ten (10) must be under supervision by a parent or responsible caregiver at all times while in the library. Parents or caregivers are responsible for the safety and appropriate behavior of each child in their care.
- Children or groups of children visiting the library from any preschool, child care or babysitting facility must be under supervision at all times by caregivers to ensure safety and to monitor behavior.
- It is not the responsibility of the library to monitor children's use of the Internet or to decide which resources are appropriate. It is the library's policy that parents or legal guardians must assume responsibility for deciding what library resources are appropriate for their children. Concerned parents should let their children know if there are any materials they do not wish them to use and are encouraged to monitor their children's Internet use.

### Procedures

- If a staff member finds an unattended child, the following steps will be taken:
  - The staff member will determine if the parent or responsible adult is in the library. If so, the staff member and the child will attempt to locate them.
  - If the parent or responsible adult is not in the library, the staff member will attempt to contact the parent using information provided by the child, the library's customer database, or the telephone directory. When contacted, the parent must make arrangements for the child to be picked up immediately.
  - If the parent cannot be located, or if a contacted parent has not picked up their child within 30 minutes of being called, the staff member will contact the police.

- Children ten years of age or older are considered to be on their own in the library. If disruptive, they will be asked to leave.
- If any child is left at the library after closing, a staff member will contact the police and stay until police arrive.
- The library assumes no responsibility for any child left unattended in the library.
- All library customers, no matter what age, are subject to the library's rules of conduct.

Adopted by the Norwalk Easter Public Library February 10, 2003

Revised January 18, 2006

Revised February 16, 2009

Revised September 14, 2015