

## Monroe Public Library

**Policy:** Unattended Children

**Adopted:** February 2011

**Revised:** -

The library director or the designee of the director may make exceptions to the provisions of this policy on a case-by-case basis, except when prohibited by law.

Children 6 years and younger should be accompanied into the building and remain under direct supervision by an adult while in the building. Children ages 7 - 8 may remain unsupervised for one hour. Children ages 9 - 12 may remain unsupervised for a maximum of three hours. Children ages 13 and older may have unlimited time at the library as long as their behavior is not disruptive.

Children six years and younger who are attending library programs must have a responsible person who remains in the building throughout the program.

Parents must assume the responsibility of being available to meet their children at the end of each library program. Library staff cannot be responsible for supervising children after programs.

All individuals are subject to regular library guidelines concerning disruptive behavior. (Please refer to the library's Appropriate Library Behavior Policy). Parents will be notified if children using the library independently are not adhering to the rules of this policy.

To assure the safety of children who are visiting the library independently and are still in the library at closing time, library staff will follow these guidelines:

- Children under 18 years of age will not be left on the library property unattended after library hours without supervision.
- Staff members will not drive or escort the child(ren) home.
- At least two staff members will remain with the children for up to 15 minutes after closing. Library staff will make every attempt to contact the parent or responsible adult during that period.
- If the child is not picked up within 15 minutes of closing time, library staff will contact the Monroe Police and request assistance. Once the child is under the supervision of the police officer, the staff members may leave.
- If for any reason the library closes before regularly scheduled hours, the same policy will apply.