

HAGAMAN MEMORIAL LIBRARY UNATTENDED CHILDREN POLICY

The Hagaman Memorial Library encourages and welcomes children of all ages to visit the library with their parents or guardians to take advantage of the resources available to them. In order to maintain a safe, orderly and pleasant environment for library use and library property by all its patrons, the following guidelines regarding the supervision of children are in effect.

1. Parents or guardians are responsible for the conduct of their children at all times while on library premises.
2. A child under twelve must be accompanied by a parent *or caregiver 18 years or older*.
3. **The library is not responsible for the care and supervision of unaccompanied children.** Staff will attempt to locate the parent or guardian of any unaccompanied child. When the parent or guardian returns to the library, a staff member will explain the policy and give the person a copy of the policy as well as a copy of the statute. An incident report should be filed.
4. Parents and guardians should be aware of library opening and closing times and make suitable arrangements to meet and/or transport their children. If a child is unattended in the library 15 minutes before closing time, staff may assist the child in calling home to arrange for transportation. A second call may be made at closing time. **Under no circumstances** will a staff member offer to drive the child home or to another destination. **Two staff members will remain inside the vestibule of the Children's Room entrance with the child for 15 minutes after closing.** Parents should be informed of the location. If the child is not picked up within 15 minutes of closing, staff may call for police assistance. If the police are called when a parent or guardian fails to pick up the child, that failure may be considered 'risk of injury to a minor' which is a criminal offense. Staff will be compensated for their time.
5. The library is not responsible for children outside the building who await transportation or who are socializing.
6. Children, like all other library users are required to respect library property and act in a manner appropriate to the use and function of the library.
 - a. Inappropriate language or behavior such as hitting, spitting and yelling will not be tolerated
 - b. Older children and young adults will be asked to leave the library if their conduct is disruptive or inappropriate. Police assistance will be requested if necessary, and parents may be notified. In the case of younger children, an attempt will be made to resolve the problem with the child's parent or guardian. Staff may request that the parent or guardian remove the child from the library until the problem behavior is resolved.

Early Closing

If the library is closing early due to inclement weather, staff will assist children in contacting a parent or guardian to arrange transportation. If staff is unable to contact the parent or guardian within 30 minutes of closing, or if the child is not picked up within 30 minutes of the time the parent or guardian has been contacted, staff may call for police assistance. (refer to #4 above)

Emergency Closing

If the library must be evacuated due to an unseen emergency, Town personnel will be contacted to provide any necessary assistance.

Enabling Legislation CGS 53-21a Leaving child unsupervised in place of public accommodation

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