

# The Emmet O'Neal Library

## Unattended Child Policy

### Unattended Children's Policy Emmet O'Neal Library

#### Policy Statement

*Children of all ages are encouraged to visit the library with their parents and to take advantage of the resources available to them to meet their informational, recreational and educational needs. The responsibility for the children's health, safety and behavior in the library resides with the parent or guardian. This policy applies to children of all ages who visit the library. The library staff is not responsible for the supervision of children visiting the library.*

#### **Policy and Procedures**

1. Children in the library under the age of seven must be accompanied by a responsible caregiver (at least 14 years of age). Young children may not be left in the Children's Department while the caregiver is elsewhere in the library.
2. Disruptive behavior is not permitted in the library or on library property. This includes running, throwing, rude and abusive language, swearing, obscenities, fighting and loitering.
3. No food or drink is allowed in the building. This includes meeting rooms, computer work stations and quiet rooms. This policy does not apply to specially arranged library programs in which refreshments are part of the event. At these times, food and drink will remain in the designated program area but will not be allowed in the library proper.
4. Children age seven and above who visit the library unaccompanied should abide by the following guidelines:
  - a) All should display appropriate behavior while visiting the library, whether for homework, research, reading, computer usage or participation in library programming.
  - b) When inappropriate behavior is witnessed, a verbal warning will be issued. A young person may receive up to three verbal warnings before being asked to leave the library for that day. If the inappropriate behavior persists over subsequent visits, a written warning will be issued and the parents will be contacted by the library Director. This could lead to suspension as determined by the Director.
5. All children should be picked up by the closing time of the library. If a child is not picked up, the parents will be called and the child will be taken to the Police Station to await parent's arrival.
6. In case of a medical emergency, library staff will call 911.