

TECUMSEH DISTRICT LIBRARY

POLICY

POLICY NUMBER: O – 02

SUBJECT: UNATTENDED CHILD

The Tecumseh District Library welcomes all children to use its facilities and services. The following guidelines are established to offer the safest possible environment for children at the library.

1. Library employees cannot accept responsibility for the welfare and safety of children left at the library.
2. Parents are responsible for the behavior of their children in the library, whether or not the parent is present.
3. Children under the age of seven (7) must be accompanied by an adult or caregiver when visiting the library. If the child is attending a program, the adult or caregiver must remain in the building.
4. Children ages seven (7) through twelve (12) are not to be left alone at the library for more than four (4) hours at a time.
5. Children using inappropriate behavior will be informed of the Code of Conduct Policy (O – 01). Children will be warned once and requested to leave if the unacceptable behavior continues.
6. If a child is found without an adult or caregiver, a library employee will:
 - A. Attempt to locate the adult or caregiver in the Library and explain the Unattended Child Policy (O – 02).
 - B. Make every effort to contact the adult or caregiver who is not in the Library to come and pick up the child.
 - C. Call the Tecumseh police to pick up the child, if the adult or caregiver cannot be located within thirty (30) minutes.

POLICY APPROVED: _____

EFFECTIVE: 9/19/17

PRESIDENT: Sam M. Pozgata

Approved 09/19/2017