

ENGLEWOOD PUBLIC LIBRARY

POLICIES

UNATTENDED CHILDREN IN THE LIBRARY

The Englewood Public Library is a public facility that offers services to a wide range of citizens. It is responsible for providing an environment that is safe and comfortable for every patron using its services and facilities appropriately. It is our desire to make every visit enjoyable, memorable, and safe for young children.

Children of all ages are encouraged to use the library for homework, recreational reading, and program attendance. The library staff realizes that the library will be noisier at busy times and that children by nature can cause commotion. Children and young people are, however, expected to follow the same standards of patron conduct expected of adults (Library Behavior Policy).

Parents, guardians, caregivers or assigned chaperones are responsible for the behavior of their children while in the library or on library grounds. The library staff is not expected to assume responsibility for the care of unsupervised children in the library.

In order to insure the highest level of safety for our young patrons, the Englewood Public Library Board of Trustees has adopted the following policy:

- Children ten-years-old and under must be accompanied by a parent, guardian, caregiver, assigned chaperone or other designated responsible person while in the library or on library property.
- Children six-years-old and under may never be left unsupervised in any area of the library.
- If the child is attending a library program, we recommend that the parent/caregiver remain in the library throughout the program.
- If a parent or caregiver cannot be located, staff will contact the Englewood Police Department or other appropriate authority to report an abandoned child.

Disruptive Children

Children (whether with parents or not) who are being continually disruptive will:

- Be given a warning that he/she must settle down..
- Be asked to leave the library, if after a second warning he/she continues to be disruptive.
- Be permitted to call a parent, if he/she cannot safely leave the library to return home on his or her own, and will wait with a staff person until the parent arrives.

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- Be allowed to remain at the library under close supervision, if no parent can be contacted, or the library staff may contact the Englewood Police Department or other appropriate authority depending upon the severity of the situation.

Unattended Children at Closing Time

Children who have not been picked up at closing time will be given the opportunity to call a parent. Two staff members must be present while waiting with the child. Children who have not been picked up within fifteen minutes after closing will be left in the care of the Englewood Police Department or other appropriate authority.

Under no circumstances will staff transport children in a vehicle or accompany them home.

Approved December 11, 2017