

**POLICY: CHILDREN UNATTENDED IN THE LIBRARY**

**POLICY #: B-OP-04**

COMMITTEE:	Library Board	PASSED:	March 1991
TOPIC:	Operating Policies	AMENDED:	25 June 2015
		REVIEW PERIOD:	As required.

**PURPOSE**

The purpose of this policy is to ensure the safety and security of children while they are on library premises.

**POLICY**

As the library is a public space and open to all members of the community, we remind parents that children should not be left unattended on library premises. Staff may not always be immediately available should a problem arise and parents are responsible for their children’s safety and well-being.

Children under five should be accompanied at all times. There are occasional library programs where it is appropriate for the parent to leave the child and browse within the library, but parents should not leave the building as their child may leave the program in search of them.

Children of school age are welcome to come into the children's area independently but should not be left unattended for substantial periods of time.

If Library staff notice that children are left for extended periods of time, and the parents cannot be quickly found or contacted, an appropriate service agency may be contacted.

Children of intermediate grade age often study independently in the library. Parents are encouraged to make arrangements for their children to leave the Library before closing time. We want the library to remain a safe, secure and welcoming space to children of all ages.

Signage, to reflect this policy, and the Library as welcoming space, will be posted in appropriate locations.

**RESPONSIBILITIES**

The Library Board is responsible for this policy. The Library Board supports this policy and procedures.

The Director of Library Services is responsible for implementing this policy.