

Child Safety Policy
Verona Public Library

I. Introduction

The Verona Public Library welcomes children to use its facilities and services. Parents, guardians, or caregivers are responsible for the behavior and welfare of children using the library. The public library does not serve *in loco parentis* (in place of a parent). Though staff will respond with care and concern, they cannot assume responsibility for children's safety and comfort when they are unattended.

II. Requirements and Responsibilities

- A. All children must follow the library Behavior Policy. Responsibility for the welfare and behavior of children using the library rests with the parent, guardian, or responsible caregiver.
- B. The library recommends that children using the library independently have the telephone number of a parent, guardian, or caregiver and have a library card account with up to date contact information.
- C. Children age 8 or younger must have a parent, guardian, or caregiver accompanying them unless the child is participating in a library program designed for independent participation. Parents, guardians, or caregivers who do not attend the program with the child must remain in the building.
- D. Children age 9 and older who are able to maintain proper library behavior may use the library unattended; otherwise, a parent, guardian or responsible caregiver, should adequately supervise them.
- E. Children behaving inappropriately will be informed of the rules. Parents, guardians, or caregivers accompanying the child will be informed of the rules as well. If inappropriate behavior continues, staff members may ask the child to leave the library.
- F. A caregiver must be at least 12 years of age.
- G. The library's definition of supervision is within sight or sound of a child.

III. Library Staff Intervention

- A. Library staff may, as needed:
 - 1. Use reasonable judgment when estimating the age of a child or work with a child to determine their age.
 - 2. Inform children behaving inappropriately of the library rules.
 - 3. Notify parents, guardians, or responsible caregivers whose children need additional supervision.
 - 4. Contact the Police to assist with violations of the Behavior Policy or to ensure the safety of unattended children.
- B. Library staff will not transport any child from the library to another location.

IV. Library Closing

Parents or guardians are responsible for picking up their children from the library at the time of closing. If a child under the age of 16 has not been picked up 15 minutes after the library closes, staff will contact the Police Department to wait with the child until they are picked up. Two staff members will wait until an officer or the child's ride arrives, whichever occurs first. Staff will be paid for this time. Library staff will document the incident. The library director may contact the parent or guardian and inform them of the policy.

This policy replaces any previous policy regarding Child Safety.

Library Board Approved on October 1, 2008.

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