

Unattended Child Policy



Scope of Policy			
<i>Scope:</i>	Lost or Unattended Child Procedure	<i>Effective Date:</i>	Revised 10/10/22

Provisions
<p>While in library facilities, children under the age of nine must be within sight of a caregiver over the age of 12.</p> <p>The following procedure will be used if it is determined that a child is lost or left unattended:</p> <ol style="list-style-type: none">1. Any staff person can help the lost child locate a parent or caregiver.2. The staff person will notify the employee in charge that there is a lost or unattended child in the building.3. The employee in charge will attempt to locate the child's caregiver in the building.4. If the caregiver cannot be found in the building, a staff member will stay with the child while the employee in charge continues to attempt to locate the caregiver. If the caregiver has not been located within a reasonable amount of time, staff will notify police.5. If there is an unattended child present at library closing, the employee in charge and a second staff member will wait with the child for 15 minutes. If a caregiver can't be located within that time, staff will notify police.