

**EDWARD F OWEN MEMORIAL LIBRARY
UNATTENDED CHILDREN POLICY**

In an effort to provide a library environment that allows all patrons to utilize library materials and information sources in a safe, relaxed manner, the Library Board of Trustees has adopted a policy statement concerning unattended or disruptive children.

The Edward F. Owen Memorial Library welcomes children to use its facilities and services. However, responsibility for children using the library rests with the parent, guardian, or other adult individuals who are responsible for children, not with library personnel.

Children, under the age of 10, should not be left unattended in the library. We ask that the responsible adult party remain within the building and within sight of the child.

The following procedure will be used if it is determined that a child under the age of 10 is left unattended for more than 1 hour:

1. **A staff person** will attempt to locate the parent, guardian, or adult individual who is responsible for the child within the building.
2. **If the parent, guardian, or adult person responsible for the child** has not been located within an hour, or if the library is closing, a staff member will notify the police.
3. **Under no circumstances** shall the staff of the Edward F. Owen Memorial Library deliver a child to the child's home.

Please help us in providing a fun and safe place for children, while remembering that libraries are busy public facilities.

Adopted/Revised by the Library Board of Trustees
March, 2018