

Pembroke Library Policy Safe Child Policy

The Pembroke Public Library wants children to use its facilities and services. Children in the library should always be accompanied by a parent/guardian or assigned caregiver for safety concerns. When children are left alone they may become frightened or anxious. If they wander through the building they may encounter hazards such as stairs, doors, furniture or electrical equipment. They may also become bored and restless and could disturb the enjoyment and work of others. Library staff are not responsible for supervision of the child during their visit.

Unattended Children

Children up to age 9 must have a parent/caregiver *in the immediate vicinity of and in visual contact* with the child. Children ages 9 and under must be accompanied by someone **over the age of 16**.

Children ages 10 and up may use the library on their own, but will be asked to leave if they are exhibiting inappropriate behavior.

Children's Programs

Under the age of 9, parents are required to stay in the room or in the children's area until the end of the program.

Disruptive Children

1. The child will be informed of the rules by a library staff member.
2. If the behavior continues, the staff member will notify the parents of the child.
3. If the behavior still persists, the child will be asked to leave the library.

Lost Child

1. When the staff notices a child in distress, they will ask where their parents are.
2. A staff employee will search for the parents with the child.
3. If the parents are not found within 15 minutes, the police will be called.
4. Two staff members will accompany the child until they arrive.

Closing

Children who do not have transportation home at closing time will be asked for telephone numbers of people who can pick them up at the library. **If a child is not picked up within 15 minutes of closing**, library staff will call the police. Two staff members will stay with the child until the situation is resolved.

Emergency

In case of a medical emergency, when parents cannot be reached, the library staff will dial 911.

Approved and Voted by the Trustees February 4, 2010