

## Unattended Children in the Library Policy

Plumb Memorial Library  
Rochester, Massachusetts

The Plumb Memorial Library welcomes users of all ages to enjoy the many programs and services we have to offer. We are interested in assisting users of all kinds with finding material, using our computers and other equipment, and interpreting homework assignments. The library, however, cannot be responsible for unattended children. We welcome you to allow your children to use the library for homework assignments and other library services. Young children are safe when supervised by a parent or caregiver while in the library. Parents should remember that the library is a public building available for the use of all. For the protection and well-being of children who enjoy libraries, the following policy has been established:

- All children under the age of 10 must be accompanied by an adult or caregiver.
- Parents, not library staff, are responsible for the actions and safety of children visiting the library.
- Parents or caregivers must stay in the library building while their child age 9 and under is attending a library sponsored program. Children attending library programs are supervised by the library staff only during the scheduled time of the program.
- At the discretion of a responsible adult, a child age 10 or older may be left unattended for the period of time needed to select materials, complete a homework assignment, or attend a program. The child must know how to reach the responsible adult in case this need should arise. Children will be expected to display appropriate behavior.
- The parent or caregiver is responsible for ensuring the appropriate behavior of their children in the library. Disruptive behavior such as shouting, running, pushing, or other loud physical activities will not be tolerated. Children who continue to be disruptive will be asked to leave the building. The parent or caregiver is liable for all damage done by their children to the library facility or equipment.
- The library cannot assume responsibility for children while a parent or caregiver is participating in a library program or other activity in the library.
- Bicycles should be left on the rack provided outside the library.
- **Children Left At Closing:** children and their adult caregivers should be aware of the closing times of the library. If a child has been left at the library without a ride or assistance home at closing time, every attempt will be made to contact a family member or caregiver by phone. Staff are not permitted to remain after hours with an unattended child nor give him/her a ride home or to any other location. If a family member or caregiver cannot be reached, the Rochester Police will be called about the child. A staff member will remain with the child until the police have arrived. The Library Director will be informed whenever this action becomes necessary. The Director will contact the child's parent or caregiver to explain the library policy and why the action was required.

Thank you for helping us make the library a safe place for you and your children to enjoy.

Adopted by the Joseph H. Plumb Memorial Library Board of Trustees in January 1997  
Revised and reaffirmed by the Board of Trustees, January 12, 2013  
Revised per request of Chief Magee, August 28, 2017