**Carrabassett Valley Public Library**

**& Community Center**

UNATTENDED CHILD POLICY

***It is the goal of the Carrabassett Valley Public Library & Community Center to provide a safe, enjoyable experience and environment for everyone who visits. The CV Public Library welcomes and encourages children to use its facilities and services. Sharing this environment with other people requires that everyone follow the Customer Behavior Expectations Policy posted in the library and on the library website.***

 For the safety of all children who visit the CV Public Library & Community Center, **children 9 (nine) years of age and younger must be accompanied and directly supervised by a parent or a responsible caregiver who assumes full accountability for the children’s safety and behavior in the library.** “Directly supervised” means the child and the caregiver (suggested age at least 14) must be able to observe one another at all times. An exception to this may be the case of a library program where the child age 9 (nine) and under attends without a parent/caregiver in the room. However, the parent/caregiver is expected to remain in the library building and immediately join the child at the end of the program.

 The CV Library and/or WMCFC staff members are not responsiblefor supervising children in the library, lobby or Begin Family Community Room.

**General Procedure:**

 If a child age 9 (nine) years of age or younger appears to be left anywhere in the building unsupervised, staff will attempt to locate the caregiver and have him or her return to the area. The individual will be advised of the building policy.

 If there are additional instances of the same child being left unsupervised on the premises, building staff will act in the interest of the child by reporting the situation to the police and may pursue legal action to enforce the policy.

 **Children age 10 (ten) and older may use the library on their own. However, parents are still responsible for the actions and the well-being of their children. Children using inappropriate behavior may be asked to leave the building. If a child in this age group is not permitted by a parent/caregiver to leave the building without an adult, he/she should not be in the building alone.** This is a particular concern in inclement weather and after dark. All children should have the telephone number of someone who can assist them in an emergency.

 Teenagers are treated as adult users. However, they are still legally the responsibility of their parents and should have an emergency contact available.

**At closing time:**

 Parents or guardians must pick up their children prior to the building closing time.

 Children age 9 (nine) or under who are not picked up by closing time may be placed, for their protection, in the custody of the police.

 A staff member will stay with unattended children in the building for up to 10 minutes after the library closes. The library staff member will attempt to contact the child’s parents during this time. After that time, the police will be contacted. In a situation where staff is unable to stay, police will be called immediately.

 Staff members will never transport a child or children home.

Occasionally, a child or young adult acts inappropriately. The child or young adult may be asked to leave by a building staff member. If this happens, the child or young adult will be given the opportunity to call for a ride. In cases of extreme weather, no child or young adult will be turned out into the weather until a staff member has verified that the child or young adult has transportation.

If at any time a building staff member feels that a visitor’s actions pose a threat to the patron or others, the police will be called according to emergency procedures. This is the case regardless of the patron’s age.

Revised January 2018