

POLICY QUESTIONS TO ADDRESS

1. Why does the library have a policy relating to unattended children?
2. How does having a policy and procedures in place to manage unattended children support the library's goals and objectives?

DEFINITION

1. What does the library mean by the phrase "unattended children?"
 - a. What is the minimum age for a child to be in the library with no caregiver in the building?
 - b. What is the minimum age for a caregiver of children too young to be in the library alone?
 - c. Is a child considered to be "unattended" if the child's caregiver is in another part of the library building?

REGULATIONS QUESTIONS TO ADDRESS

1. What should a staff member do when he or she sees an unattended child in the library? Should the staff member's actions vary based on the age of the child?
2. What should a staff member do when a child says he or she cannot find the parent or adult who brought him or her to the library?
3. What should a staff member do when an unattended child is in the library during school hours?
4. What should a staff member do when there is an unattended child in the library and it appears that the library will be closing earlier due to unexpected circumstances such as inclement weather, power outage, etc.?
5. What should a staff member do when an unattended child is being disruptive?
6. What should a staff member do when an unattended child is engaging in behavior that could be harmful to himself or herself or other children?
7. What should a staff member do when an unattended child is still at the library at closing time? Is a staff member authorized to drive the child home?
8. Under what circumstances, if any, should a staff member contact the police, social services or other agency about an unattended child at the library?
9. What information has the library produced for parents and adult care givers to explain its unattended children policy?