

Unattended Children Policy

The Charlotte Community Library wants all our patrons, including children, to find the library warm, inviting, enjoyable and secure. To ensure their complete safety, children must be attended by a responsible party. For the protection and well-being of children using our Library, the following policy has been established.

Unattended Children:

- Children five years of age or younger must be *continually* attended by a parent or caregiver, of at least 12 years of age, while in the library.
- Children eight years or younger may not be left in the building without a responsible caregiver under any circumstance. The caregiver must be at least 12 years of age and assumes responsibility of the younger children.
- Children will be expected to display appropriate behavior, conducive to maintaining a peaceful atmosphere in the building for all patrons. The child will be asked to leave the premises if proper behavior is not maintained.
- Children must know how to reach an adult in case of an emergency, and both the child and adult should be aware of library hours.
- Children attending library programs are supervised by the library staff only during the scheduled time of the program.
- The parents will be notified of any child that has been left too long or repeatedly. If the parents are unable to be contacted, then the police department will be notified. The senior staff member present will make the decision.

Children Left at Closing:

- The library staff is not responsible for supervising children left alone when the library is closed, but will make attempts to reach a parent or caregiver for immediate pick-up.
- The staff is not permitted to remain after hours with an unattended child or to give him/her a ride home.
- If an adult or family member cannot be reached, the Charlotte Police will be called to escort the child home or to keep the child until parents can be reached.
- Two staff members will stay with the child until the police have arrived.
- The parents will be notified of any child that has been left too long or repeatedly. If the parents are unable to be contacted, then the police department will be notified. The senior staff member present will make the decision.