



## **Mattituck-Laurel Library Unattended Child Policy**

Children under age eleven (11) must be accompanied and supervised by a responsible adult or other responsible person age 14 or older.

Children age eleven and over may visit the library unattended for a reasonable period of time provided they are able to maintain proper library behavior. Children are expected to follow the rules of conduct as outlined in the Maintenance of Public Order Policy.

Staff will not prevent an unattended child from leaving the building/grounds.

Unattended children must have with them the telephone numbers of parent/guardian or caregiver who can be contacted to pick up the child in case of an emergency.

Staff will attempt to contact a responsible adult when an unattended child's:

- health or safety is in doubt;
- behavior disturbs other library users
- interferes with Library Staff's ability to perform their professional duties
- actions violate the Library's Maintenance of Public Order Policy

If an unattended child is not picked up by Library Closing time, the following guidelines will be followed:

- Two staff members will remain with the unattended child until the child is picked up.
- If a responsible adult cannot be reached, or the child is not picked up within 15 minutes of the library closing, staff will notify the police.
- Staff are not permitted to provide transportation for any child.
- Staff remaining with an unattended child after the Library is closed will receive compensation for the time.

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