



**Onondaga County
Public Library
Board Policy**

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Unattended Child Policy

1st Consideration: 2/8/12

Resolution: 12-08

Date Approved: 4/11/12

Review Date: 4/2015

Onondaga County Public Library Unattended Child Policy

Onondaga County Public Library welcomes children of all ages. However, the Library cannot provide constant supervision of unattended children as the Library is not a substitute for after-school or daycare programs.

Children under 8 cannot be left unattended in the library and should be with a parent, guardian, care provider or a baby sitter at least 13 years of age at all times.

If a child under age 8 is left alone, library staff will make every effort to locate a parent or care giver. If staff is unable to locate the parent, guardian, or caregiver in the Library, staff will make a concerted effort to contact the parent, guardian or caregiver to pick up the child. If no one can be reached, library staff will call the Syracuse Police to escort the child home.

The library will call the Syracuse Police for unattended children of any age who may be distressed or disruptive or in danger.

CLOSING TIME

Children between the ages of eight and twelve should not be left unattended at closing time. Parents or care providers must confirm library open hours before dropping off a child at any Library.

As closing time approaches staff will observe if there are any unattended children in the Library.

As necessary, they will speak to the children and ask if they know what time the library closes, if someone is picking them up and/or if they need to call home to remind the person who is picking them up.

If the library closes and no one has shown up for the child, **STAFF WILL NOT LEAVE THEM ALONE**. They will call the police and let them handle it. At least two staff members will remain with the child until the police arrive.

Under **NO** circumstances will a staff member drive or accompany a child home.

Once the child is in the protective care of the Syracuse Police Department, a note will be attached to the Library entrance or entrances, with the following information: "Unattended child is in the care of the Syracuse Police Department. Neither the name of the child nor the name of the parent, guardian, or caregiver will be listed on the note.