

## **Woodridge Public Library Unattended Children's Policy**

Parents are responsible for their children while the children are in the Library. Children 7 years old and under who are not attending a program must be accompanied at all times by a parent, guardian or caregiver who is at least 14 years old. A parent, guardian or caregiver must remain in the Library while his/her children age 7 or under attend a program.

Library staff members cannot supervise children who are unattended by their parents. Staff members will attempt to contact parents of children who are here on their own, and if the parent or guardian is unavailable, Woodridge Police will be contacted.

Library hours are posted and the building is locked promptly at closing. Any children still at the Library at closing will have to leave the building, although they will be allowed to use the Library telephone to contact a parent or guardian. While the Library assumes no responsibility for children here at closing, the Librarian-in-Charge and a second staff member may wait up to 15 minutes for a parent to arrive for their child. At that time, if the child still has not been picked up, Woodridge Police will be called to handle the situation.

First approved by Board of Trustees as part of *Woodridge Public Library Manual* 11/17/1993; revised and approved by Board of Trustees 12/17/2008.