UNATTENDED CHILD POLICY

The Levittown Public Library is a public place. Anyone may enter and use the facilities. Young children left alone in the building can be vulnerable and at risk. Therefore, the Levittown Library Board of Trustees has adopted the following policies.

The Levittown Public Library is not responsible for unattended children.

While the Library encourages children of all ages to use the Library, it cannot provide babysitting nor can it or any of its staff members assume any parental responsibilities for children while they are in the Library. Parents and caregivers (18 years of age or older) are responsible at all times for monitoring their children's safety, activities, and behavior while visiting the Library. Parents, not library staff, are responsible for the behavior of their children. Disruptive behavior will not be tolerated.

The following levels of parental or caregiver supervision are required at all times:

- **Children under the age of five** must always be in close proximity to, and within sight of, the adult responsible for their safety.
- **Children between five and ten years old** may not be left unattended in the Library unless they are involved in a specific Library-sponsored children's activity that does not require adult participation*. Otherwise, the children must be in close proximity to, and within sight of, the adult responsible for their safety and **must** remain in the Library at all times.
- **Children eleven years old** and older may be left unattended providing they are mature enough to observe Library rules and observe proper conduct.* Such children are subject to the same rules of behavior as other patrons and the same consequences, including being asked to leave the Library if they fail to follow stated rules of behavior.
- **Siblings under the age of eleven** are not yet considered responsible adults, and may not supervise their younger siblings.
- Children of any age with mental, physical, or emotional disabilities that affect decision-making skills or, in the sole discretion of the Library, render supervision necessary, must be accompanied by a parent or caregiver at all times.

*Each unattended child must be able to provide the Library with the name and phone number of an available adult responsible for the child to be called if the Library deems it necessary.

PROCEDURES

The Library staff is authorized to enforce the above policies. If it is determined that a child is unattended in violation of this policy, the staff will proceed as follows:

- Notify the Librarian In Charge in order to assist in seeking to identify and locate the parent or caregiver of the unattended child.

- Remain with the child until the parent or caregiver can be located or contacted. In the event the Library is closing, the Librarian In Charge will determine the two staff members assigned to remain with the child.
- Notify the Nassau County Police Department if the parent or caregiver cannot be located or contacted within fifteen minutes. Staff members will remain at the Library until the parent or caregiver arrives.
- Under no circumstances shall a staff member transport any child from the Library to another location.
- An Incident Report will be completed and submitted to the Director.
- The parent or caregiver picking up the child will be given a copy of the Unattended Children Policy.

Violations of this policy are grounds for suspension of library privileges.

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