

## **Unattended Children Policy**

For your children's safety and comfort, the Southold Free Library requires that all children who have not reached their 9th birthday be accompanied and supervised by a parent or responsible caregiver while using all areas of the library. A responsible caregiver must be 14 years of age or older.

The Southold Free Library does not assume responsibility for children's safety or behavior when they are in the library.

Parents or responsible caregivers, not the library staff, are responsible for the behavior and supervision of their children while using the library.

Parents or responsible caregivers will be notified if their children are left unattended and require supervision. If parents or responsible caregivers are unavailable, proper authorities will be contacted.

At closing, should a child under the age of 14 remain at the library with no adult, a staff member will stay with the child for a maximum of 15 minutes. During this period, efforts will be made to contact a parent or guardian to arrange for the child to be picked up. At the conclusion of the 15 minutes, the Southold Police will be called for assistance. The staff member will stay until the police arrive.

When possible, the staff member 'in charge' should be the person to remain with the child but other staff members may do so if the situation requires.

Library staff members may not drive a child home.