

Lakeview Public Library

1120 Woodfield Road
Rockville Centre, NY 11570
Phone: 516-536-3071 ~ Fax: 516-536-6260

UNATTENDED CHILDREN POLICY/CHILD SAFETY POLICY

The Lakeview Public Library welcomes children to use its facilities and services. However, the responsibility for the care, safety and behavior of children using the library rests with the parent/guardian or caregiver. Library staff members have many duties and cannot supervise children or act as a substitute for daycare for unattended children.

Parents are responsible for the actions of their children of all ages. Children using inappropriate behavior will be informed of the rules. If inappropriate behavior continues, the child shall be asked to leave the Library. If a child (under the age of 12) is unaccompanied by an adult or appropriate-aged caregiver, the staff will follow the directions below for children found on Library premises without a parent or caregiver. All children should have the telephone number of someone who can assist them in an emergency. The Library staff may not take responsibility for the care of any age child.

If a child is found without a parent or caregiver, the staff will:

1. Attempt to comfort the child, if necessary.
2. Locate the parent or caregiver in the Library and explain the Child Safety Policy.
3. Make an effort to contact the parent or caregiver who is not in the Library to come and pick up the child. Staff will express the Library's concern for the child's safety and explain the Child Safety Policy.
4. Call the Nassau County Police to pick up the child, if the parent or caregiver cannot be located within 30 minutes. Staff will notify Director that police have been called.
5. Encourage an unattended child to contact the parent or guardian if it is within 15 minutes of closing time. If a parent or caregiver cannot be reached or does not arrive within 15 minutes of closing, Library Staff will call the Nassau County Police to pick up the child. Staff will notify Director that police have been called.
6. Remain with the child until the parent or caregiver or police arrive. This is compensated time for the two staff members who remain with the child.
7. Leave a note on the Library door stating "***Unattended child is in the custody of the Nassau County Police 5th Precinct (573-6500)***" once the child is in the care of the police. Names will not be stated on the note.
8. Not transport any child from the Library to another location.

Adopted by the Board of Trustees
February 11, 2004