

## **Safe Child Policy**

- Minors (under the age of 18) are the responsibility of their caretakers. Library staff are not responsible for unattended children.
- The library reserves the right to contact the Sheriff's Department when minors are left unattended.
- The library may contact the proper authorities when minors do not observe the Library Rules of Conduct.
- The library reserves the right to turn over to the proper authorities minors left unattended after library hours. Children should be picked up no later than 5 minutes before closing. Staff will not stay with minors after closing. Minors waiting on rides at closing will be required to leave the building.
- No library staff person will be alone with a minor; two or more staff or staff and volunteers must be present at all times. No staff person or volunteer will give a ride to or go off library property with a minor. The exception is pre-approved library trips with proper permissions documented.
- Legal guardians are responsible for the behavior and safety of their children even if the legal guardian is not in the library with the child. No staff member will assume responsibility for a minor.