

CHILD SAFETY POLICY

Child Safety: Unattended Children / Disruptive Children/Adult Access to Children's Area

Child Safety: Unattended Children

Although the library welcomes children to use its facilities and services, responsibility for their behavior and well being while in the library rests with the parent (or guardian or caregiver assigned by the parent) and not with library personnel. As used hereafter the term "caregiver" includes parent, guardian or other adult caregiver. The caregiver must be 13 years old or older.

The safety of all children left alone in the library is a serious concern. No public place, including the library, can guarantee the safety of children. Therefore, it is recommended that a caregiver accompany children when visiting the library. Because of differences in child development, some children may not be able to cope with being unattended. Young children left on their own often become frightened or anxious.

Children - Unattended

Children of the age of ten years and under may not be left unattended by a caregiver in any part of the library. If children under the age of eight are found unattended by a caregiver, staff will attempt to locate the caregiver. If the caregiver cannot be located in the building or at home within 15 minutes, police will be notified.

Closing Time

If children under the age of eight are found without a caregiver at closing time, staff will attempt to locate the caregiver. If the caregiver cannot be located in the building or at home, police will be notified. Two library staff members will stay with the child after closing until the police arrive.

Unattended Children During Regular Hours

During regular service hours, if library staff determine that any unattended child is not coping adequately or is otherwise behaving in a manner which causes concern, staff will attempt to locate a caregiver to pick up the child. If the caregiver cannot be contacted within 15 minutes, police will be notified.

Unattended Children at Closing

When visiting the library without an adult caregiver, children should have definite arrangements to be picked up by closing time. Library hours are: Monday, Tuesday and Thursday 9 AM - 9 PM and Wednesday, Friday and Saturday 9 AM - 5 PM. If a child is found to be unattended at closing, and library staff are unable to reach a caregiver by telephone, police will be notified.

The library staff will also notify police if staff are able to reach a caregiver, but the caregiver is unable to pick up the child within 15 minutes after the library closes, or if the caregiver states that he or she can pick up the child within 15 minutes after closing but does not arrive at the library by that time.

Notification for Caregivers

When law enforcement personnel have been called and taken charge of the child, staff will leave a note on the door notifying the caregiver that law enforcement personnel have picked up the child from the library. Preferably the director or librarian in charge and the maintenance worker on duty will stay with the child after closing until a caregiver or police arrive, but in all cases at least two members of the library staff will stay with the child.

Staff will not drive children home.

In any situation involving child safety and specifically whenever adult caregivers or law enforcement personnel are contacted, staff will complete an Incident Report. In cases of repetitive incidences of unattended or unattended at closing time children, the library will notify the Department of Public Safety Juvenile Aid Bureau.

The Unattended Children Policy is posted in the library lobby.

Approved by the Board of Trustees of the

Nutley Free Public Library

March 25, 2003

Revised October 26, 2011

Rev. adopted 9/22/15

Child Safety: Disruptive Children

Although the library welcomes children to use its facilities and services, responsibility for their behavior and well being while in the library rests with the parent (or guardian or caregiver assigned by the parent) and not with library personnel.

All patrons of whatever age are expected to observe the Rules of Conduct. Those who cannot observe the rules disrupt the use of the library facility and its services for other patrons and may endanger their well-being. Disruptive behavior requires intervention.

Disruptive people, including children, will not be permitted to remain in the library.

Children – Attended by parent or guardian

Library staff will advise the parent or guardian that the child's behavior is disturbing others, causing a safety problem or is otherwise unacceptable based upon the Rules of Conduct. If the parent or guardian refuses or is unable to control the child, he or she will be advised after reasonable notice that the child must be taken out of the library.

If the parent or caregiver does not remove the child, he or she will be advised that the alternative will be police notification. If the child is still not removed, the director or librarian in charge will be advised of the situation and will telephone the police for assistance.

Children: pre-school through age 12 –Unattended by parent or guardian

Library staff observing unattended disruptive children will follow the Child Safety: Unattended Children policy.

Children: ages 12 through 17 – Unattended by parent or guardian

Library staff observing unattended disruptive behavior will advise the adolescent that his or her behavior is inappropriate and will describe appropriate behavior for use of the library according the Rules of Conduct.

If the adolescent refuses or does not control his or her behavior, the staff member will give a second warning advising that the disruptive behavior must stop or the adolescent will have to leave the building.

If the library staff member observes the disruptive behavior continuing after two warnings, the staff member will tell the adolescent to leave the building. If there is a refusal to do so, he or she will be advised that the alternative will be police notification. If the adolescent still will not leave, the youngster will be advised that law enforcement personnel will be called, the director or librarian in charge will be notified and will telephone the police for assistance.

In any situation involving children's behavior where parents, other caregivers or law enforcement personnel are contacted, staff members will complete an Incident Report. In cases of repetitive incidences of problems with a child or repetitive inability of parents or caregivers to adequately supervise the child in the library, depending on the seriousness of the situation, the library reserves the right to notify the Public Safety Department Juvenile Aid Bureau.

Approved by the Board of Trustees of the
Nutley Free Public Library
February 25, 2003

Adult Access

Adults who visit the Children's Room of the Library must be actively caring for a child or using the resources available in the Children's Room for the education of children. Adults who do not have specific reasons to use the Children's Room will be asked to move to another area of the Library. This policy, however, shall not apply when the Children's Room is being used for a special program for adults.

Repeated violations of Library policies may result in further actions as deemed appropriate by the Library Director, including but not limited to, suspension of Library privileges.

Approved by the Board of Trustees of the
Nutley Free Public Library
October 26, 2011