

## CHILDREN IN THE LIBRARY

### POLICY:

The Park Ridge Public Library welcomes the use of its facilities and services by children. The Library is a public building, and as such, it is not recommended to leave children who have not attained 3<sup>rd</sup> grade, unattended. The safety of children under the age of 18 lies with the parent, guardian, or caregiver.

### RULES:

1. Parents, guardians and caregivers are responsible for the safety and actions of those children whom they are supervising the Library. A caregiver must be age 12 or older. Library staff are unable to directly supervise or direct the activities children in the Library.
2. Children in kindergarten or younger must be directly supervised at all times by a parent, guardian, or caregiver.
3. Children who are not yet in 3<sup>rd</sup> grade must have a parent, guardian, or caregiver in the Library building for the duration of the child's visit. A child who is not yet in 3<sup>rd</sup> grade may attend a Library program without a parent, guardian or caregiver. However, the parent, guardian or caregiver is expected to remain in the library building and immediately join their child at the end of the program.
4. Children in 3<sup>rd</sup> grade, or older, may use the Library without a parent, guardian, or caregiver, provided they adhere to the *Conduct in the Library* policy.
5. The Children's Services Department, on the Library's first floor, is for the use of children and adults accompanied by children. The Teen Loft, on the Library's third floor, is intended for the use of children, grades six through twelve.
6. If a child, under the age of 12, remains longer than 15 minutes after the building has closed, the Library staff member in charge will contact the police. The Library staff member in charge and an additional staff member will stay with the child until a parent, guardian, caregiver or police arrive.

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