

Hortonville Public Library

Unattended Child Policy

Purpose and scope: The Hortonville Public Library (herein referred to as “Library”) strives to provide a welcoming environment that encourages all patrons to use library resources and facilities. However, the Library places the responsibility of children using the library with the caregiver/guardian. The purpose of this policy is to ensure the safety and well-being of all children using the library.

1. The Library is not equipped, nor is it the Library’s role, to provide long-term or short-term childcare.
2. While the Hortonville Public Library staff will always respond with care and concern, the library assumes no responsibility for the care and/or supervision of children.
 - a. Parents, caregivers, and/or guardians are reminded that unexpected events can occur while children are left at the Library and the Library is open to everyone.
3. Children under the age of 8 must be accompanied by a parent, guardian and/or designated caregiver while in the library.
4. If children under 8 years of age are attending a library program, the Library requires the parent and/or designated guardian to remain on the library premises throughout the program.
5. Library staff members reserve the right to notify parents and/or designated guardians regarding improper behavior of children if no steps are taken by the child to correct behaviors after a warning has been given.
6. Any child requiring repeated intervention by library staff or who are violating the Code of Conduct policy may be asked to leave.

7. To ensure the safety of unattended children, library staff members also reserve the right to contact law enforcement should the need arise in extreme cases.
8. Library staff will make a reasonable effort to ensure that children leave the Library comfortably and safely at closing time. At least two staff members will remain at the Library if a minor child remains on the premises after closing. If any children remain at the Library 15-20 minutes after closing, staff will contact the Hortonville Police Department and they will assume responsibility for the child.
9. Children 8 years of age and over who can maintain proper library behavior (as noted in the Code of Conduct policy) may use the library unattended.
 - a. The Library will assume that a responsible parent, caregiver, and/or guardian are knowledgeable that the child is present at the library if the child is unattended and age 8 or older.

Updated: June 2023

Approved: