



Name: Unattended Children Policy

Approved: May 26, 2015 by Franklin Public Library Board of Trustees; revised July 24, 2023

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**Policy:**

This policy is intended to provide guidelines in the event that a child should become lost or separated from the parent/guardian while visiting Franklin Public Library.

1. Responsibility for the welfare and the behavior of children using the library rests with the parent, guardian, or responsible caregiver. Though staff will always respond with care and concern, they cannot assume responsibility for children's safety and comfort when they are unattended.
2. Supervision of children:
  - a. Children under the age of eight should be in close proximity of and supervised by a parent, guardian, or responsible caregiver. Parents or caregivers of children under the age of eight are expected to remain in the library while children are attending library programs.
  - b. Children age eight and older who are able to maintain proper library behavior may use the library independently, otherwise they should be adequately supervised by a parent, guardian, or responsible caregiver.
  - c. If a child should become lost or separated from the parent/guardian, Franklin Public Library staff will attempt to locate the parent/guardian of the child in the least disruptive manner possible.
3. Staff may, as needed:
  - a. Notify parents, guardians, or responsible caregivers when children need additional supervision;
  - b. Contact authorities such as the Police either to assist with the enforcement of discipline in the library or to ensure the safety of an unattended child.
4. At least two staff members will remain in the library if a minor child is in the building after closing. If any unattended children remain in the library 15 minutes after closing, staff will contact the Franklin Police Department to ensure safe transport.