

## WAUKESHA PUBLIC LIBRARY

**POLICY: USE OF CHILDREN'S AREA**

Approved by Library Board: 5/13/10

Number: A-8

Last Reviewed by Board:

Page: 1 of 2

The Waukesha Public Library is dedicated to providing a safe and welcoming environment for customers of all ages. The Library sets policies and procedures that promote safety within the building and cooperates with parents, legal guardians, and caregivers to promote the well being of children who use the Library. A caregiver is defined in this policy as a person twelve years of age or older, who provides direct care for an infant or child.

Staff members will always respond with care and concern, but responsibility for the welfare of children using the Library ultimately rests with the parent, legal guardian, or caregiver. Staff members cannot assume responsibility for unattended children.

Children eight years of age and older may use the Library unattended. However, the child must have contact information to be able to reach a parent, legal guardian, or caregiver immediately if need arises.

Children under the age of eight must be accompanied by a parent, legal guardian, or caregiver twelve years of age or older.

Preschool children must be in sight of and supervised by a parent, legal guardian, or caregiver at all times. Parents, legal guardians, or caregivers of preschool children attending a Library program are required to remain in the Children's area of the Library.

All children must follow posted Behavior Policies and are expected to use the Library appropriately. Children who do not follow these rules are subject to the same consequences as other Library users, including being required to leave the Library.

Staff may, as needed:

- Notify parents, legal guardians, or caregivers whose children need additional supervision;
- Contact authorities such as the City of Waukesha Police Department either to assist with the enforcement of discipline in the library or to ensure the safety of an unattended child.

Staff will make a reasonable effort to assure that children leave the Library safely at closing time. If any children remain at the Library fifteen minutes after closing, a staff member will contact the Waukesha Police Department to ensure safe transport.

## WAUKESHA PUBLIC LIBRARY

**POLICY: USE OF CHILDREN'S AREA**

Approved by Library Board: 5/13/10

Number: A-8

Last Reviewed by Board:

Page: 2 of 2

### **Adults in Children's Area**

The Children's area of the Library is specifically designed to meet the needs of children from birth to twelve years old.

Adults not accompanying a child may only use the Children's area when it is necessary to use the resources specific to the Children's area. The Library reserves the right to determine who can be in and remain in the Children's area of the Library.

Only adults who are accompanying a child are permitted to use the restrooms located in the Children's area.