

Section of Manual Gravenhurst Public Library	Effective Date October 2004
Subject Unsupervised Children in the Library	Policy No. 48

POLICY

To ensure that children are not left unsupervised in the Library.

PURPOSE

To provide guidelines for staff with regard to children left unsupervised in the Library.

PROCEDURE

- When it comes to the attention of a staff member that a child under the age of 12 has been left unsupervised in the Library, that staff member will inform other staff members of the situation.
- The child shall be given a book, game or computer to occupy them until their parent or guardian comes to retrieve them.
- When the child's parent or guardian arrives, staff shall inform them that while children of all ages are most welcome in the Library, the Library does not provide daycare or babysitting services and that children under the age of 12 are not allowed to be left unsupervised in the Library.
- Should a second incident occur regarding the same child, a staff member will immediately phone the OPP Dispatch Number (1-888-310-1122) to inform them that a child has been abandoned at the Library.