

GREENBURGH PUBLIC LIBRARY POLICIES MANUAL

Child Safety In the Library	PAGE: 1 of 2
	EFFECTIVE DATE: July 25, 2018
	APPROVED: July 24, 2018

A. Introduction

Under Section 226 of the New York State Education Law, the Greenburgh Public Library Board of Trustees (the “Board”) may adopt regulations to insure the safety of all Library staff and patrons, protect the Library’s property, and maintain order in the Library.

B. Policy Objective

The Library welcomes children to use its facilities and services and wants them to enjoy a memorable visit in a safe and secure environment. For the protection and well-being of children who use and enjoy our Library, this policy on child safety has been established.

In this policy the word “caregiver” is used to refer to parents, guardians, chaperones, babysitters or other supervisors of children. A caregiver is someone age 14 years or older who is assigned to supervise a child under the age of 11.

C. Age Designations for Use of the Library

- Children age eleven years and older may stay in the Library without a caregiver in the building.
- Children age eight to ten may stay in the Children’s Library only if there is a caregiver in the building.
- Children under the age of eight must have a caregiver within sight and conversation distance of the child at all times while in the Library.

D. Caregiver Responsibilities

- Ensure children and caregivers comply with the Patron Behavior Code.
- Be aware of the Library’s hours and arrive 30 minutes before closing time to escort your child from the Library.
- Provide the child with your contact information.
- Approve of all materials the child borrows or reads.
- Teach the child about stranger danger. The Library, unlike a public school, is an open facility and cannot restrict who may visit. The Library staff does not monitor when children leave and/or who they may be leaving with.
- When attending programs with children caregivers should model good behavior.
- Remain in the Children’s Library during program events that children attend.

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E. Access to Materials

The resources in the Library meet the full range of community members' interests and ages, and are located in age-appropriate areas. Not all materials are intended for young children. The Children's Library collection comprises materials designed for babies and children up to sixth grade, in addition to books for adults on parenting. These factors should be considered in making a decision whether an individual child is ready to use the library alone.

Caregivers are responsible for their children's use of books, materials, toys and other resources owned by the Greenburgh Public Library. Caregivers are the ultimate guardians for the informational pursuits of their children. No attempt will be made by the Library staff to restrict access to information.

F. Unattended Children

Children under the age of eight unattended by a caregiver are placed in the care of a Children's Services staff member, who will attempt to locate the child's caregiver. If a caregiver cannot be located, the Greenburgh Police Department will be contacted.

If a child under the age of eleven is left at the Library at closing time or if there is an emergency situation, Library staff will attempt to contact their caregiver. If the caregiver can not be contacted, the Library staff will immediately notify the police. At closing, a notice will be left on the Library's front door, "Children left unattended are in the care of the Greenburgh Police. The Greenburgh Police Department is located at 188 Tarrytown Road, White Plains, NY 10607-1699, (914) 989-1700."

The Library staff cannot take legal responsibility for an unattended child in the case of a medical emergency.

The Library staff will not provide food, transportation or money to children.

This policy is issued by the Library Board of Trustees and is subject to periodic review and/or revision at the sole discretion of the Board. Appeals must be submitted to the Board in writing.

Approved by the Greenburgh Public Library Board of Trustees on July 24, 2018.