

Unattended Children Policy

The Cedarburg Public Library strives to provide a warm, welcoming and safe environment conducive to lifelong learning for library users of all ages. While the Cedarburg Public Library is concerned for the safety and wellbeing of library users, the Library is not equipped – and it is not the Library’s role – to provide long or short-term child care.

For the safety and comfort of children, a responsible adult or caregiver should accompany children while they are using the Library. While in the Library, parents and caregivers are responsible for monitoring and regulating the behavior of their children.

The Library will adhere to the following guidelines concerning care and behavior in the Library:

- **Children under the age of ten (10)** may not be left alone in the Library and must have adequate supervision from a parent or caregiver who is in the visual vicinity of the child. The parent or caregiver must be in the immediate vicinity of and within visual contact of the child.
- **Children between the ages of ten (10) and thirteen (13)** may be left unattended for a maximum of 2 hours.
- **Children ages ten (10) and over** may be left unattended and must be using library materials and/or resources or using the library for school related work. If the behavior of the child is disruptive, the unattended child will be given the option to call caregivers for a ride home.
- **If a child under the age of ten (10)** is found unattended, Library staff will attempt to locate the parent or caregiver within the Library and inform him/her of the Unattended Children Policy. In the event that the parent or caregiver cannot be found, the Cedarburg Police Department will be contacted by Library staff.

Closing Time

It is the responsibility of parents or caregivers to make sure their children have transportation to and from the Library. When an unattended child is left at the Library at closing time without transportation, Library staff will make an attempt to contact the parents or caregivers of the child. If contact is not made, Library staff will contact the Cedarburg Police Department.

In any situation when the Cedarburg Police Department are contacted, staff will complete an Incident Report.