

Scappoose Public Library

Unattended and/or Disruptive Children Policy

- ❖ **The library is a public institution that does not monitor individual library users, including children, as they enter and leave the building.** While the library's goal is to provide a safe and inviting environment, the staff cannot be responsible for the supervision and safety of children during their visit to the library.
- ❖ **Parents, or a responsible care giver, are responsible for the safety and conduct of their children at all times,** whether or not they are physically with them at the library.
- ❖ **All children under the age of 8 years must be accompanied by a responsible caregiver, who is in the building and available to the child while he or she is using the library.**
- ❖ **Children 6 years of age and younger must have a responsible caregiver within visual and conversational range at all times.**
- ❖ **Children ages 8 through 18 may use the library unaccompanied by a caregiver.** Every child will be expected to follow the established standards of acceptable behavior while using the library. A child may be asked to leave if he or she fails to respond to requests by staff member to change his or her disruptive behavior.
If a child between the ages of 8 and 12 is at the library without an adult caregiver and has been asked to leave the library, every effort should be made to contact his or her parent or guardian to explain that the child has been asked to leave the library and should be picked up immediately.

Unaccompanied Children at Closing

- ❖ **If a child under the age of 12 is still in the library at closing time, every attempt should be made to contact a parent or guardian to inform him or her that the child must be picked up immediately.** One male and one female staff member, if available, or two staff members should wait with the child.
- ❖ **If a parent or guardian does not pick up the child after 15 minutes have passed,** the police should be called and asked to assume responsibility for the child.

Scappoose Public Library

Unattended and/or Disruptive Children Policy

(continued)

Disruptive Children

(Disruptive behavior includes, but is not limited to, running, shouting, mistreating materials and equipment, and otherwise disturbing other library users.)

- ❖ **If a child between the ages of 8 and 12 is disruptive and does not respond to a warning from a staff member, and is accompanied by an adult caregiver**, the caregiver must be informed of the behavior of the child and the need for him or her to leave the premises. The library director should be available to provide additional support to the staff member.
- ❖ **If a child between the ages of 8 and 12 is at the library without an adult caregiver**, every effort should be made to contact his or her parent or guardian to explain that the child has been asked to leave the library and should be picked up immediately.
- ❖ **In the event that the disruptive child is under 12 years of age and staff is unable to contact a parent or responsible adult, the police may be called to take responsibility for the child.** The library director or person-in-charge should be consulted before the police are called.

The Library Staff will give a verbal warning for any behavior that is not acceptable. A second warning may result in asking the child or group of children to leave the library for the day.

Any vandalism of library property or premises will result in the immediate and extended expulsion from the library.

The police will be called in cases of public and staff safety, child welfare and vandalism.

The police may be called to provide assistance in enforcing behavior policies.