

## **UNATTENDED CHILDREN POLICY**

The Cold Spring Harbor Library welcomes children and strives to provide a warm and pleasant atmosphere for them. While the library is very concerned about the welfare of children in and outside of library facilities, library employees cannot function as caregivers/babysitters.

1. While in the Library, children under the age of 12 must be accompanied and adequately supervised by a responsible person (parent, caregiver).
2. Children over the age of 12 may be unaccompanied but must, as always, observe Library rules.
3. Parents/caregivers, not Library staff, are responsible for the behavior of their children. Disruptive behavior will not be tolerated.
4. Parents/caregivers must be aware of the Library's opening and closing times and make suitable arrangements to meet and/or transport their children. If a child is unaccompanied in the Library at closing time, every effort will be made to assist the child in calling his/her parent/caregiver. If at closing time a child has not been picked up or if a child's ride home has not yet materialized, the library will not leave the child unattended outside the building. In any event after 30 minutes after closing police will be called if child is not picked up.
5. Occasionally the Library may need to close without advance notice as a result of an emergency. Parents and caregivers should advise children what action to take in the event of an unexpected closure. In the event of a building evacuation, staff will escort minor patrons to the driveway sidewalk.

Approved March 1, 2021

Reviewed June 1, 2026