



Policy # : Unattended Children

The purpose of this policy is to provide for the safety and well being of children on Novi Public Library premises.

- A. Children are the responsibility of parents or adult caregivers.
- B. The Library will not function as a babysitting service or day care facility.
- C. Children under 4 years of age must be within visual contact of a parent or caregiver at all times while using the library. They must be accompanied by a parent or other adult caregiver to all library programs. They must be accompanied to the restroom by a parent or adult caregiver.
- D. Parents or caregivers of children under the age of 10 years must be responsible for and in the presence of their child at all times except when the child is attending library programs.
- E. Children 10 and older may be left on their own to attend library programs or use the library providing they are not disruptive.
- F. Unattended youth must be picked up at least 10 minutes before closing time. If a child has not been picked up at closing time, staff will contact the Novi Police Department Non-Emergency number to request assistance. Once the Novi Police Department arrives, staff can lock the building and leave the premises.
- G. Climbing on tables, shelving, or other library furnishings is prohibited.

Effective: 01/16/2008

Signed:

A handwritten signature in black ink that reads "Robert M. Cutler". The signature is written in a cursive, flowing style.

Robert M. Cutler
President
Novi Public Library Board of Trustees