

## SAFE CHILD

The Jefferson-Madison Regional Library welcomes children of all ages to use its facilities and services, but does not accept responsibility for their safety and supervision. The Library strives to provide a safe environment, but safety cannot be guaranteed. The Library does not act *in loco parentis*.

For the safety and well-being of children:

Children age 9 or under must be adequately supervised, defined as a parent/guardian or assigned caregiver in the immediate vicinity (within sight and conversational distance). Older children 10 and up may use the library unattended provided they maintain proper behavior. Children 12 years of age or older may act as caregivers for younger children.

Staff is authorized to contact appropriate authorities if a situation appears to be dangerous or neglectful to a child, or if a parent/guardian or caregiver cannot be located or contacted within 30 minutes or if a child is suspected to be truant. The library cannot be held responsible for children not picked up by library closing time. Failure to comply with this policy may result in suspension of library privileges.

In addition, library employees and volunteers who work with children and youth (under age 18) should observe the two-person rule or the open-door policy. The two-person rule requires that employees shall make every reasonable effort to avoid situations where an employed or volunteer worker is alone with a child or youth in a closed room with no outside visual contact. The open-door policy requires any solid panel door be open at all times an employee or volunteer worker is alone with a child or youth. Under no circumstances will a staff member give a child or youth a ride home, or take a child or youth outside the building except on official library business such as a teen volunteer work assignment, or remain in a building alone with an unattended child. Library staff should never make physical contact with any patron without prior consent from the individual or their caretaker, unless that patron is exhibiting behaviors dangerous to themselves or others.

In order for library staff and volunteers to be easily identified, designated JMRL badges must be worn at all times when representing the library.

Revised 3/25/2013

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