

GRAND VALLEY PUBLIC LIBRARY POLICY

CHILD BEHAVIOR AND SUPERVISION

Approved Date: April 10, 2013

Motion #: 7

Chair Signature: _____

The Library welcomes children to use its facilities and services. However, responsibility for the behavior and well being of children using the library rests with the parent/guardian or assigned caregiver, not with the library's personnel. This policy has been put in place to address the Library Board's concern for the safety and welfare of the children it serves.

- The Library does not function as a babysitting service or day care facility. Library staff members cannot supervise children in the Library, and cannot monitor children leaving the Library. Staff are expected to intervene on behalf of children in difficult situations. Particular care must be taken to ensure a supportive environment for the child. In all cases of intervention staff will complete an Incident Report Form.
- Under the Child and Family Services Act Professional persons and officials have the same duty as any member of the public to report a suspicion that a child is in need of protection. If a person has reasonable grounds to suspect that a child is or may be in need of protection, the person must promptly report the suspicion and the information upon which it is based to a children's aid society. Staff will call the Dufferin Children and Family Services of any case of suspected child abuse. The staff will inform the CEO of Library Services by means of the Incident Report Form of any case of suspected child abuse. (Please see "Reporting child abuse and neglect" pamphlet in accompanying documents.)
- Staff will attempt to contact the parent(s)/guardian(s) of abandoned children or children left unattended in or about the Library premises. The Dufferin Children and Family Services will be notified if the parent(s)/guardian(s) cannot be reached.
- During programs provided for children, parent(s)/guardians(s) are requested to remain in the building unless consent is received from the Library staff to leave the premises; however, the parent(s)/guardian(s) must be present when the program is over to pick up the children involved.
- Anyone who is not using the Library appropriately, or who require excessive staff attention or supervision, will be asked to leave the Library and, if necessary, the police will be contacted. Inappropriate use includes, but is not limited to : deliberate disruption of Library services, abusive language, vandalism or destruction of Library property or materials, etc. Staff areas (front desk and workroom) are off-limits to non-staff without permission. These areas are for Library staff to work and serve the public, and are not appropriate places for children to stay.
- Children should call for a ride home no later than 15 minutes before closing. If a child is left at the Library after closing time, or as a result of an emergency closing, and contact with a parent(s)/guardian(s) is not possible, the police will be called. Under no circumstances will a staff member take a child out of the building or transport children to another location.

