

PRESCOTT VALLEY PUBLIC LIBRARY

UNATTENDED CHILDREN and SPECIAL NEEDS INDIVIDUALS POLICY

PRINCIPLE(S)

The Prescott Valley Public Library welcomes individuals of all ages and abilities. However, the Library is not a child care facility and is not a safe environment to leave children and special needs persons unattended.

The responsibility for the safety and behavior of children and/or individuals with special needs in the Library rests with their parents, legal guardians, or other responsible adult caregivers, not siblings.

Library staff is not responsible for the care of unattended children or special needs individuals in the Library.

Children under ten years old and anyone with special needs who requires a caregiver must have supervision at all times while in the Library, including the auditorium, the Crystal Room, the observation deck and the Library grounds.

PRACTICE

Library staff and/or a Volunteer in Policing (VIP) will attempt to locate the parents or responsible adult caregivers of unattended children and/or special needs individuals in the Library. Library staff or a VIP will attempt to contact them via the phone. If unsuccessful, the Prescott Valley Police Department will be called at the nonemergency number of 928-772-9267.

Disruptive behavior will be handled according to the Disruptive Behavior Policy.

If unattended minors and/or special needs individuals are in the Library at closing, more than one staff member will wait ten minutes for the parents or adult caregivers to arrive. If the parent or adult caregiver does not arrive by ten minutes after closing, the Prescott Valley Police Department will be called. The Library Staff will wait for the police to arrive.

Adopted: February 5, 2013