



# Peterborough Public Library

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**To:** Library Board of Trustees

**From:** Jennifer Jones, Library CEO

**Meeting Date:** December 10, 2019

**Subject:** Report PPL19-055  
Library Policy Review – Unattended Children

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## Purpose

A report to provide the Library Board with an updated Unattended Children Policy.

## Recommendations

That the Library Board approve the recommendations as outlined in Report PPL19-055 dated December 10, 2019, of the Library CEO as follows:

That the Library Policy on Unattended Children be approved.

## Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

## Background

The last revision to the Unattended Children Policy was made in 1996 (see Appendix A). An updated version is attached for review and approval (see Appendix B).

Submitted by,

Jennifer Jones  
Library CEO

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**Attached:**

**Appendix A – Unattended Children Policy 1996**

**Appendix B – Draft Unattended Children Policy 2019**

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## **Appendix A – Unattended Children Policy (1996)**

### **Peterborough Public Library Policy on Unattended Children**

The Library welcomes children of all ages, but assumes no responsibility for their safety or supervision at any time, including during Library programs.

Parents are responsible for ensuring the proper supervision of their children.

Children must not be left unattended in or around the Library. Because children can be at risk in a public place, the Library reserves the right to contact the appropriate authorities if children are left unattended on Library property.

September 1996

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## **Appendix B – Unattended Children 2019**

### **Guidelines for Unattended Children in the Library**

The Peterborough Public Library welcomes children of all ages to use its facilities and services. Library staff are trained to assist children in using Library resources, but cannot assume responsibility for the safety and well-being of children left unattended in the building.

The Library considers a child to be under 12 years old.

For the purposes of this policy, the Library considers a caregiver to be anyone 12 years of age or older to whom the parent has given responsibility for the care of their child(ren).

While in the Peterborough Public Library:

- Children under the age of 5 must have a parent or caregiver with them at all times, including when participating in programs.
- Children ages 5-9 must have a parent or caregiver on the same floor as them in the Library, unless they are participating in a library program. If in a program, parents or caregivers must remain in the library and pick up their child(ren) immediately at the end of the program.
- Children ages 10 and over are welcome to use the library independently, but parents or caregivers are still responsible for the whereabouts and behaviour of their child(ren) while in the library.
- If a child is left at the library at closing time, or in the event of an emergency or closure, the staff person in charge will attempt to contact the parent or caregiver. If a parent or caregiver cannot be contacted within 15 minutes, staff will notify the police.