



105 PERIMETER ROAD
MOUNT HOREB, WI 53572

(608) 437-5021
MHPL@MOUNTHOREBWI.INFO
WWW.MHPL.ORG

Unattended Child Policy

Created September 2023. Approved by the Library Board on September 28, 2023.

- I. Purpose
- II. Supervision
- III. Staff Intervention
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I. Purpose

The Mount Horeb Public Library welcomes children of all ages to use the library's facility and services. Library staff members do not operate *in loco parentis*; responsibility for the welfare and behavior of children using the library rests with the parent, guardian, or responsible caregiver age 11 or older. While staff will respond with care and concern, they cannot assume responsibility for children's safety and comfort when they are unattended.

An "unattended child" refers to a child age 7 or under who is unaccompanied or not within sight and sound of a parent, guardian, or responsible caregiver age 11 or older.

II. Supervision

- A. The library's definition of supervision is within sight and sound of a child.
- B. Children age 7 and under must be supervised at all times by a responsible caregiver. Caregivers are expected to supervise children attending library programs unless otherwise noted.
- C. Children 8 and up who are able to maintain acceptable library behavior may use the library unattended; otherwise a parent, guardian, or responsible caregiver should adequately supervise them.

III. Staff Intervention

Staff may, as needed:

- A. Meet with children to discuss proper library behavior. If children are being disruptive to other patrons, library staff may ask them to leave for the day or sit quietly in the Reading Room until their guardians arrive.
- B. Notify parents, guardians, or responsible caregivers whose children need additional supervision.
- C. Contact Mount Horeb Public Safety and Emergency Services to assist when the safety of unattended children is in question.

IV. Library Closing

If a child is waiting for a parent or caregiver at the time of closing, a minimum of two library staff are required to wait with the child for up to 15 minutes and then contact the Mount Horeb Police



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Department to wait with the child until their parent or caregiver arrives. Staff will wait until an officer or the child's parent or caregiver arrives, whichever comes first.