

Child Safety Policy and Children's Center Guidelines



The Children's Center welcomes children, parents, caregivers, teachers, and students who visit to select materials, attend programs, and consult with youth services staff. The term "parent" in this policy includes any adult caregiver who is responsible for a child.

Child Supervision

Ridgewood Public Library (RPL) staff cannot be responsible for the safety, care, or transport of any library visitors. Parents are responsible for their child's safety and well-being at the library.

Children age eight and younger must remain **within eyesight** and under the direct supervision of a parent while visiting any area of the library.

- Parents must also stay readily available within the Children's Center, if their child is attending a library program.
- Parents must promptly pick-up and sign out their children at the end of a program.

Children age nine to 12 must have a parent in the library throughout the child's visit. If library staff becomes aware that a child of 12 or fewer years is unattended while visiting:

- Initially, a library employee will attempt to contact the child's parents to pick up the child.
- If a parent is unavailable to pick up the child promptly, the library staff is required to ask the Ridgewood police to attend the child until a parent arrives.

Children age 13 and older may visit the library without parental supervision, if the parent knows that they are mature enough to follow the library's Rules of Conduct.

Conduct and Discipline

The library's Rules of Conduct, attached, were developed to help ensure that all visitors will enjoy pleasant and productive use of the library. Visitors of all ages are subject to the same rules. Serious or ongoing violations of library policies may result in further action, including but not limited to suspension of library privileges and legal measures. Such action will be taken as deemed appropriate by the RPL director on behalf of the Library Board of Trustees.

Adults in the Children's Center

All adults who visit the Children's Center must be actively caring for a child or using Children's Center resources for the benefit of children. Adults who have no related reason to use the Children's Center must use other library areas, and will be asked to leave the Children's Center.