

## **4.4 Unattended Children and Vulnerable Adults Policy**

### **Pella Public Library**

Adopted 5/9/00; Last revised 4/11/17.

In order to provide for the general welfare of all persons using the Library, and in order to provide for the general safety of children and vulnerable adults using the Library, the following rules and regulations shall be and are a matter of policy:

All children aged seven years or younger shall, at all times, be attended and adequately supervised by a caregiver. A caregiver is defined as someone 13 years of age or older who has the mental and physical capacity to care for the child should an emergency arise. When children are attending a library program, the responsible party will remain in the library.

Children eight years and older may use the Library unattended, subject, of course, to other rules and regulations promulgated by the Library.

Vulnerable adults may not be left alone in the library or on library grounds at any time and must have adequate supervision from a caregiver at all times. A vulnerable adult is an adult who is unable to reasonably care for himself/herself in an independent manner. This includes the inability to demonstrate appropriate library behavior or to respond appropriately in an emergency situation. This definition may include adults who are mentally or physically challenged and adults who need staff help beyond assistance with normal library services. An individual is considered a vulnerable adult when he/she is not picked up by closing time and needs assistance procuring transportation.

Persons responsible for children or adults who have special needs related to physical or mental ability, disruptive behavior, emotional problems, lack of adequate attention span, incomplete social skills, etc., shall remain with their charges at all times.

At no time will the Library assume the responsibility of surrogate care provider in the Library. If unattended children or vulnerable adults are found in the library during regular operating hours, Library staff will attempt to contact the parents or caregiver. When the unattended individuals are picked up, the parent or caregiver will be given a copy of this policy. If library staff are unable to contact a parent or caregiver within 30 minutes, the library will contact the Police Department.

If unattended children or vulnerable adults are in the library at closing time, Library staff will contact the Pella Police Department and an officer will come to the Library.