

## Children's Library Use Policy & Procedures

An important part of the library's mission is providing services to children. We welcome children in the library and hope that their experiences here will be positive.

Please keep in mind that the library is a public place open to all individuals. It is not the library staff's function to provide supervision or to care for unattended children. The following guidelines will help insure a good library experience:

- Unattended children are defined as children of any age (under 18) who are unaccompanied by a parent, guardian, and/or responsible caregiver. Children unable or unwilling to care for themselves may not be left alone in the Library and must have adequate supervision while they are in the Library, with the exception of after-school programs (during the time frame of the program).
- The Library is not responsible for children who leave Library property unattended.
- Any child who feels unsafe in the library for any reason should inform a library staff member.
- Children are expected to follow the same standards of conduct expected of adults. All library users are expected to respect library property and to act in a manner appropriate to the use and function of the library. Children who do not use the Library appropriately may be asked to leave the building.
- Caregivers are expected to be aware of the opening and closing times of the library, bearing in mind that these can and do change. Power failures or other emergencies can occur and may require unexpected closing of the building. An effort will be made to contact the parent, guardian, or caregiver prior to closing. If, however, a child is left at the Library after closing time or as the result of an emergency closing, the police will be called.
- The library believes it is the right and responsibility of a parent or guardian to determine what is appropriate material in order to meet personal family standards and guidelines. Parents are encouraged to accompany their children and to select material with their children or review their children's selections. The library is not responsible for a minor's selection of library materials.
- Adults who are using the Internet or other library services and programs must supervise or provide guidance and behavior control for minors accompanying them. The library reserves the right to prohibit Internet use, and/or ask the adults and minor children to leave if unacceptable behavior persists.
- Library policy requires the signature of a parent or guardian to approve the application for a library card for anyone under age 16.
- The Library requires the parent or guardian of a minor child to be noted as such in the child's patron record, and is responsible for all overdue, lost or damaged materials and fines, fees and other debts accrued by a minor child.
- The public computers in the children's room are currently filtered. Filters limit materials accessed by the user, although they do not guarantee that objectionable material will

not be seen. The library is not responsible for the content or appropriateness of any materials accessed on the Internet.

- Children's use of all library materials, including the Internet, is the sole responsibility of the parent or guardian. As with any library resource, parents and guardians are responsible for supervising their children's use of the internet.
- A parent or guardian must sign the Internet agreement in order to have children's room computer access added to their child/children's library card.
- Children will need their library card with them to be able to use the computers. Without their card, or with a card that does not have computer access, they will not be allowed to use computers.
- Children wishing to checkout materials must also have their library card physically with them.
- All personal belongings should be kept with patrons at all times. The staff cannot store personal belongings.
- Shoes must be worn at all times.

Adopted by the WML Board of Trustees 10/11/23

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