



KENOSHA PUBLIC LIBRARY

2023 SAFETY OF MINORS IN THE LIBRARY POLICY

The Board of Trustees of the Kenosha Public Library adopts and makes public the following written policies.

Visiting the Library

For the safety of all children who visit the Kenosha Public Library, children eight years of age and younger must be accompanied and directly supervised by a responsible caregiver who assumes full accountability for the children's safety and behavior in the library. "Directly supervised" means the child and the caregiver must be able to observe one another at all times.

The library staff members do not serve in loco parentis for children in the library.

CHILDREN EIGHT YEARS OF AGE OR YOUNGER ATTENDING THE LIBRARY UNSUPERVISED

- If a child age eight years of age or younger appears to be left unsupervised, library staff will attempt to locate the caregiver and have him or her return to the area. The individual will be advised of library policy.
- If the situation occurs again and the caregiver is not the parent, the policy will be restated and the name and address of the child's parent or legal guardian will be obtained. A letter outlining the policy may be mailed to the child's parent or legal guardian, noting the safety concerns and possible consequences if not corrected.
- If there are additional instances of the same child being left unsupervised on library premises, the Library will act in the interest of the child by reporting the situation to the police.

CHILDREN LEFT BEHIND AFTER A GROUP VISIT

- If a child of any age is part of a group visit that has left the child behind, library staff are instructed to call the police non-emergency number (262-656-1234) to request an officer manage the reunification of the child with an authorized adult.
- If a representative of the agency that left the child behind returns to retrieve the child before the officer arrives, library staff should not release the child into their custody until cleared by the police officer to do so.

At Library Programs

Some library programs require the caregiver to accompany the child during the program. For all other library programs, caregivers of children eight years of age and younger must remain in the library and be readily available.

At Closing

- Parents or guardians must pick up their children aged nine through twelve prior to Library closing time.
- Children aged twelve or under who are not picked up by closing time may be placed, for their protection, in the custody of the police.
- In the event of inclement weather, minors aged thirteen through seventeen who are waiting to be picked up at closing time may be placed, for their protection, in the custody of the police.
- At least two staff members will stay with unattended minors at the library for up to 30 minutes after the Library closes. The library staff members will attempt to contact the minor's parents or guardians during this time. After that time, the police will be contacted.
- Staff members will never transport a minor or minors home.

Unaccompanied Adults in Children's Library Spaces

Use of library spaces intentionally designed for children, including the Uptown Children's Library, is limited to:

- Children through age 18 and their parents/ caregivers at most locations. The Uptown Children's Library is intended for children through 5th grade and their caregivers.
- Adults actively using the juvenile collections.

Out of concern for the safety of young visitors, adults who are unaccompanied by a child in the Youth and Family Services area of the Library may be questioned by staff and may be asked to move to another area of the library or to an alternative KPL branch location.