



KENOSHA PUBLIC LIBRARY

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. A “responsible caregiver” knowingly and willingly assumes full accountability for the child’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, and that the caregiver takes an active role in correcting behaviors and keeping the child safe.

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 them return to the area. The caregiver 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 contact information of the child’s parent or legal guardian will be obtained. Library staff may reach out to the child’s parent or legal guardian by mail, phone, or email, 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 remain with 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

- Minors who need to be picked up from the library must be picked up before closing time.
- Minors who need to be picked up, but who are not picked up by 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 and inform them of this policy. After 30 minutes (or before, if the minor cannot provide a parent/guardian's contact information), the police will be contacted, and the minor will be placed in the custody of the police.
 - 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 KPL Kids @ Uptown Lofts, is limited to:

- Children through age 18 and their parents/caregivers at most locations.
 - KPL Kids @ Uptown Lofts is intended for children through age eleven and their parents/caregivers. Teens may use the space unaccompanied by a younger child if their behaviors do not present safety concerns, and if they are not preventing use of the space by the intended audience.
- Adults actively using the juvenile collections, inquiring about youth programs, services and/or spaces, or meeting with a KPL staff member.

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.