

Unattended Child Policy

For: The Stormont, Dundas and Glengarry
County Library Board

Policy No.: OP-18

Policy Type: Operational

Effective Date: April 24, 2025
Date of Last Revision: June 9, 2022
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1. Purpose

Children are welcome in the Stormont, Dundas and Glengarry County (SDG) Library and are encouraged to enjoy materials, services, programs, and spaces. While the SDG Library is committed to providing a safe and welcoming environment for patrons of all ages, Caregivers are responsible for providing supervision and care for their children. This policy aims to ensure the safety of children while in the SDG Library and to clarify the responsibilities of Caregivers and Library staff regarding children in the Library.

2. Definition

“Caregiver” means parents, guardians, teacher, relatives (over the age of 12) who are directly responsible for the care and wellbeing of the Child, while in the SDG Library.

“Child/Children” means all persons who are under twelve (12) years of age.

“Unattended” means a Child left without visible active supervision by a Caregiver within the SDG Library.

3. Responsibility of Caregiver

- 3.1. Caregivers are not to leave Children requiring supervision unattended in or about Library premises.
- 3.2. It is the Caregiver’s responsibility to monitor the use of services and collections by Children under their care.
- 3.3. Parents and/or guardians are responsible for borrowed materials and fees incurred by Children under their care; and
- 3.4. Caregivers are responsible for the appropriate behaviour of Children under their care, and ensure their behaviour is in accordance with the SDG Library’s Code of Conduct Policy.
- 3.5. It is the responsibility of Caregivers to be aware of the Library’s hours of operation and make arrangements to collect the Child/Children prior to the Library’s closure.
- 3.6. Children seven (7) years old and younger must be accompanied by a Caregiver while in the Library.
- 3.7. Children who are eight (8) to eleven (11) years old may use the SDG Library to participate in programs or access Library Services unattended, provided that they adhere to the SDG Library’s Code of Conduct Policy. In the event that the Child is unable to adhere to the SDG Library’s Code of Conduct Policy, they may be asked to leave and will be required to be accompanied by a Caregiver for future Library visits.

Unattended Child Policy

4. Responsibility of Staff

- 4.1. SDG Library staff members will be guided by this Policy in all situations where an Unattended Child is found within the Library.
- 4.2. SDG Library staff will make every effort to contact the Caregiver of an Unattended Child. In the event that the Caregiver cannot be contacted, SDG Library staff may take appropriate action, including contacting local Police Services or Children's Aid Society. SDG Library staff will remain with the Unattended Child until the proper authorities can take the Child into their protection.
- 4.3. SDG Library staff are not responsible for providing a ride home to an Unattended Child.

5. Related Documents

Ontario's ***Child and Family Services Act***. R.S.O. 1990, CHAPTER C.11, s.72 (1)
SDG Library's Code of Conduct Policy (Policy No. OP-17)