



GLENCOE PUBLIC LIBRARY

USE OF THE LIBRARY BY CHILDREN POLICY

General

Parents and/or legal guardians are solely responsible for their children while they are in the Glencoe Public Library (Library).

A “responsible caregiver” is a parent, guardian, or other caregiver aged 14 or over with the ability to ensure a child’s safety and adherence to the Library’s rules and policies regarding behavior and conduct.

Patrons of all ages who use the Library are subject to library rules and policies regarding behavior and conduct. Individuals using the Library independently must demonstrate the maturity and skills necessary to follow library rules and policies.

Library staff is empowered to ask any individual or group who is not following library rules or policies to leave the building for the day.

Guidelines by Age

Children ages 0-4	Children under the age of 5 must be within visual distance of a responsible caregiver 14 years of age or older.
Children ages 5-7	Children at least 5 but under 8 years of age must have a responsible caregiver 14 years of age or older with them in the building.
Children ages 8-13	Children ages 8-13 may visit the Library without supervision, but must demonstrate the maturity and skills to follow library rules and policies.
Children ages 14-17	Children aged 14 to 17 may visit the Library without supervision, but must demonstrate the maturity and skills to follow library rules and policies. While those in this age group may serve in the capacity of a responsible caregiver, they are still legally the responsibility of their parent or guardian.

Library programs

A responsible caregiver must remain in the Library while their child under the age of 8 attends a library-sponsored program. The Library may require a responsible caregiver to attend with a child during designated programs.

Unattended children 7 years or younger during library hours

When a child 7 years of age or younger appears to be lost or unattended, library staff will immediately try to locate the responsible caregiver. If the responsible caregiver cannot be located within 15 minutes, staff is authorized to call Glencoe Public Safety.

Unattended children at closing

The Library reserves the right to notify Glencoe Public Safety if children under the age of 14 are left for more than 15 minutes after the Library's regular closing time.

Adopted	November 16, 2016
Reviewed	
Revised	July 17, 2019; September 21, 2022