

The RIDGEWOOD PUBLIC LIBRARY

Children's Center – Visitor Guidelines and Policy

The Children's Center welcomes children, parents, caregivers, teachers and students who visit to select materials, attend programs or consult with youth services staff. Please note that the term "Parent" in this Policy also applies to any adult Caregiver responsible for the child's well-being.

Child Supervision

Ridgewood Library staff cannot be responsible for the safety or care of any Library visitors. Parents are responsible for their child's safety and well-being at the Library.

Children less than seven (7) years old must be supervised and remain within eyesight of their parent at all times and in all Library areas. During the entire time that young children are attending Library Storytime or other programs, parents must remain within earshot in the Children's Center or nearby on the First Floor.

Unattended Minors

After a child reaches age seven (7), it is the responsibility of parents to decide at which age their child can safely visit the Library and/or use its resources, when unattended by a parent. The well-being of any minor child is always the responsibility of their parents.

At Closing Time: Parents must pick up their children before the Library's scheduled closing. If unattended minors age twelve (12) or under remain in the Library at closing time, Library staff will attempt to contact parents. However, Staff may not assume responsibility for the care or transportation of children. If a parent cannot come for their child, Library staff is required to ask the Ridgewood Police to attend the child until a parent arrives.

Conduct and Discipline

The Library's Rules of Conduct, attached, are established to help ensure that all visitors enjoy pleasant and productive use of the Library. If a Library patron of any age becomes disruptive and/or exhibits disturbing conduct, Library Staff will speak with an adult patron or with a child's parent to request appropriate behavior. If a patron continues with disruptive behavior, s/he may be asked to leave the Library or a Library program or area.

If an unattended minor causes a disruption and is asked to leave the Library, Staff will attempt to contact a parent to pick up the child, or will encourage the minor to contact a responsible adult.

Adult Access

Adults who visit the Children's Center must be actively caring for a child or using the Children's Center resources for the education of children. Adults who do not have specific reason to use the Children's Center will be asked to move to another area of the Library.

Repeated violations of Library policies may result in further actions as deemed appropriate by the Library Director, including but not limited to, suspension of Library privileges.