



POLICY

Created: 3/21/24

Approved: 9/30/2025

Unattended children and vulnerable adults

The Newburgh Free Library strives to be a safe and welcoming place for all members of the community. This policy is created to ensure the safety and well-being of those children and vulnerable adults who use the Library.

CHILDREN

Parents and guardians are solely responsible for the care and supervision of their children while using the Library or attending Library programs.

Children under the age of 10 who are at the Library to use resources, attend programs, or take advantage of Library services must be attended by a responsible adult who is solely responsible for their care, supervision, and behavior. A responsible adult is defined as a parent, guardian, or caregiver over the age of 16.

Children ages 10-13 may use the Library unattended for a reasonable amount of time provided they are able to abide by the Patron Code of Conduct.

Young adults ages 14-17 may use the Library unattended, provided they are able to abide by the Patron Code of Conduct.

Regardless of whether they accompany their children to the Library or not, parents and/or guardians are responsible for the conduct of their children aged 18 or younger while on Library grounds.

Children who behave inappropriately may be asked to leave the Library.

Unattended children must have the telephone number of a parent or guardian to contact in case of emergency or any other circumstance where the child must leave the Library.

UNATTENDED CHILDREN AT REGULAR CLOSING TIME

If a child is left unattended at closing time, Library Staff will assist the child in contacting a parent or guardian. Parents must be aware of the Library's regularly scheduled



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operating hours and make every effort to retrieve their child before closing. Staff are not to assist the child by transporting or escorting the child off the Library premises. The Librarian-in-charge and senior security guard will remain with the child while a parent or guardian is contacted. If a parent and guardian can not be reached after a reasonable amount of time, the local police will be called to take custody of the child.

UNATTENDED CHILDREN DURING EMERGENCY CLOSURES

If the Library closes early due to an emergency or inclement weather, the same guidelines outlined above are to be followed.

VULNERABLE ADULTS

A vulnerable adult is an individual over the age of 18 who is mentally or physically challenged to a degree that may significantly impair that person's ability to provide adequately for their personal needs or manage their behavior without assistance.

Vulnerable adults must have a parent, guardian, or caregiver 18 years or older with them while in the Library that can manage their behavior and adequately provide for their personal needs.

Physically challenged adults capable of providing for their own needs are welcome to remain in the library without supervision so long as a contact person is available if the adult's health or safety is in doubt.

The guidelines for vulnerable adults at closing time shall be the same as the guidelines for unattended children.

Violations of the Unattended Children and Vulnerable Adults policy may result in suspension of library privileges.