



## Unattended Child Policy

---

The Newtown Public Library is committed to providing a safe and welcoming environment for children and families. The Library encourages children to use its facilities and services; however, the Library is a public place, and staff cannot assume responsibility for the care or supervision of children.

Parents and caregivers are responsible for the safety, behavior, and supervision of children while using the Library building, grounds, and services.

This policy establishes expectations for supervision and outlines how Library staff will respond when children are left unattended.

---

### Supervision Expectations

- Children under the age of 10 may not be left unattended in the Library or on Library property.
  - Children age 5 and under must remain in the Children's Department and be within sight of a parent or caregiver while in the Library.
  - A parent or caregiver must remain present at Library programs for children age 4 and under.
  - Children ages 5–9 may attend Library programs independently; however, the parent or caregiver must remain on Library property and be available if needed.
  - Children age 10 and older may visit the Library independently provided they follow the Newtown Public Library Rules of Conduct Policy.
-

## **Unattended Children**

If a child under the age of 10 is found unattended in the Library or on Library property, staff will attempt to locate or contact the child's parent or caregiver.

If the parent or caregiver cannot be located or does not arrive within a reasonable period based on the circumstances, the Newtown Township Police Department may be contacted for assistance.

An incident report may be completed when staff intervention is required.

---

## **Children at Closing**

All children must be picked up by a parent or caregiver before the Library closes.

When the Library closes, all patrons must exit the building. A child under the age of 14 may not remain alone in the Library lobby or outside the building waiting for a ride unless accompanied by a responsible individual age 14 or older.

For purposes of closing, children under age 14 may not wait alone for transportation after the Library is closed, even if they are otherwise permitted to use the Library independently during open hours.

If a parent or caregiver cannot be reached at closing, Library staff may contact the Newtown Township Police Department for assistance.

Under no circumstances will Library staff transport a child or take a child to another location.

---

## **Internet and Computer Use**

Public computers and internet access are provided in accordance with the *Delaware County Library System Electronic Information Network and Internet Safety Policy*.

Children under the age of 18 may use public computers consistent with the requirements of that policy.

Early Childhood Learning computers, which are not internet-enabled, are reserved for children under the age of 12.

---

## **Related Policies**

- Rules of Conduct Policy
- Delaware County Library System Electronic Information Network and Internet Safety Policy

---

Adopted by the Board of Trustees: December 20, 2022

Revised and Re-Adopted: March 17, 2026