

## Grand Valley Public Library

### Child Behaviour & Supervision Policy

The Grand Valley Library staff recognizes that children of all ages have a right to a welcoming, respectful, supportive and safe environment when they visit the library. As a public building, the Library is a site where all members of the public are welcome. The Library endeavours to maintain a secure site, but cannot observe each person within the building. Caregivers are responsible for the safety of their children.

#### 1. Responsibilities of Caregivers

- i. Children from age three (3) to five (5) attending programs, may be supervised by the library staff only during the scheduled time of the program; their caregivers must always remain in the library building. Children from age birth (0) to two (2) must be accompanied at all times within the program.
- ii. Children entering the building alone are welcome to use the facility providing they respect the rules of the Library, the other users, and the materials and equipment of the building. However, when an unaccompanied child is on the premises, the employees have little opportunity to speak with caregivers about the behaviour and expectations of behaviour. For this reason, the Library recommends caregivers attend the Library with their children. The employees may request any person not observing appropriate behaviour to leave the premises, regardless of age.
- iii. A child not in a program may be asked to leave the building at any time by employees. Those who are disrespectful when in a program may be removed from the program with a call to the caregiver to retrieve them.
- iv. Caregivers should never drop off children without confirming the Library is open, as Library employees shall not allow children to enter the building before or after hours.
- v. Children who require supervision may not be left unattended.

#### 2. Responsibility of Staff

The library is governed by the terms in the Ontario Child and Family Services Act (CFSA) with regard to supervision of children.

- a) The library staff members will be guided by this policy in situations, where
  - i. an unattended child is found frightened or crying in the library
  - ii. an unattended child is perceived to be endangering themselves
  - iii. another person in the library poses a perceived threat to the unattended child
  - iv. an unattended child exhibits specific inappropriate behaviour
  - v. an unattended child is not met by a responsible caregiver at closing time
  - vi. a child is consistently left on their own in the library for long periods of time
- b) Where a responsible adult cannot be contacted, library staff will:
  - i. not leave a child unattended at closing time
  - ii. not give the child a ride home
  - iii. contact local police or Children's Aid Society (CAS)
  - iv. remain with the child until the proper authorities can take the child into their protection

### 3. Duty to Report

- i. The *Child and Family Services Act* (CFSA) recognizes that each of us has a responsibility for the welfare of children. It clearly states that members of the public including professionals who work with children, have an obligation to report promptly to the Children's Aid Society (CAS) if they suspect that a child or youth under the age of 16 is or may be in need of protection.
- ii. The duty to report applies to any child who is, or appears to be, under the age of 16 years. It also applies to children subject to a child protection order who are 16 and 17 years old.
- iii. When library staff members have reasonable grounds to suspect that a child is or may be in need of protection, they will advise the Chief Executive Officer and together they will promptly report the suspicion and the information upon which it is based to the local CAS, as stated in the CFSA s.72 (1).

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### **Related Documents**

Ontario's *Child and Family Services Act*. R.S.O. 1990, CHAPTER C.11, s.72 (1).

Grand Valley Public Library Policy - ***Collection Development Policy***

Grand Valley Public Library Policy - ***Internet Access Use and Guidelines Policy***

Grand Valley Public Library Policy - ***Services of the Library***