

**Geauga County Public Library  
Operating Policy Manual**

SECTION: YOUTH SAFETY  
NUMBER: 952  
EFFECTIVE DATE: JANUARY 25, 2025  
**PROCEDURE YOUTH SAFETY & VULNERABLE ADULTS**

The library welcomes patrons of all ages and encourages them to utilize the programs, services, and resources that it offers. Responsibility for the safety and behavior of minors always rests with the parent, guardian, or assigned adult caregiver, and not with library staff.

Staff cannot act in loco parentis, nor can library staff supervise unattended youth. Children under the age of seven should be closely supervised by a parent or responsible caregiver. If a child under the age of seven is unaccompanied by a caregiver, library staff will attempt to contact a parent or guardian.

Library staff will allow juvenile patrons to use library phones for the purpose of contacting a parent, guardian, or caregiver. Regardless of who an adult claim to be, library staff are not allowed to inform adults in person or on the telephone about the presence of a specific child in the library.

Regardless of age, all library users must follow the expectations set forth in Operating Policy 951, Behavior and Conduct in the Library.

If a juvenile patron routinely violates Operating Policy 951, they may be required to bring a responsible adult with them during future library visits. This decision will be made by the library Branch Manager, in consultation with the Administration. If this situation occurs, a parent or caregiver will be notified of this requirement.

**LIBRARY PROGRAMS**

If an emergency occurs during a children's program, the priority of library staff is to ensure the safety of the children in the program. In an emergency, library staff may escort an unattended child off library property with the express purpose of leading them to safety.

**UNATTENDED CHILDREN AT CLOSING TIME**

Geauga County Public Library closes promptly at the listed closing times. It is the responsibility of a parent, caregiver, or guardian to ensure that their child is safely escorted from the library at closing time. Children under the age of 13 will not be left unattended outside of the library after closing time. If a child under the age of 13 is stranded at the library, library staff will attempt to contact a parent, guardian, or caregiver. The stranded child must be retrieved from library grounds within 15 minutes of closing time. Library staff will contact local law enforcement to assume responsibility for a child or children left stranded 15 minutes past the listed closing time.

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Library staff must use their judgment to determine if a juvenile over the age of 13 needs to be managed by the guidelines listed above regarding being stranded at closing time.

Revised January 21, 2025

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