



# Unattended Children Policy

300 W. Merrill St. Birmingham, MI 48009 | 248-647-1700 | [www.baldwinlib.org](http://www.baldwinlib.org)

Children aged ten and under must be accompanied by a caregiver while using the Baldwin Public Library (BPL). Caregivers must be at least fourteen years of age and are responsible for their children's behavior while at BPL. Children aged eight to ten must have a caregiver in the building, while children aged seven and under must be in the same room and within direct sight of their caregiver.

When a child is discovered to be unattended, BPL staff will attempt to contact the caregiver and explain the Unattended Children Policy. If a caregiver cannot be contacted within thirty minutes, BPL staff will take appropriate action that may include contacting the Birmingham Police Department to take charge of the child.

At closing, if a child is unattended, BPL staff may contact the Birmingham Police Department. At least two staff members will stay with the child until a caregiver arrives or the child is turned over to the Birmingham Police Department. If the child is ten and under or is an older child who is uncomfortable being left behind, the child is considered to be unattended.

Under no circumstances will a BPL staff member take a child out of the building or knowingly allow a child to leave the building unaccompanied.

If an unattended child shows symptoms of a medical emergency, BPL staff will call 911 immediately.

When a parent or caregiver alerts BPL staff that their child is missing, staff will immediately respond and follow established guidelines and procedures that may include contacting the Birmingham Police Department.