

## Behavior Guidance Policy for Juvenile Patrons

The Durham Public Library strives to provide a safe, educational, and enjoyable place for children to explore the world of books and information. For the protection and well-being of children, please note the following:

- Children under the age of 10 must be accompanied and continually supervised by a parent or caregiver at *all times*.
- Parents or caregivers, 14 years of age or older, are responsible for the actions of juveniles under their care and for their compliance in observing Library rules as established by the Durham Public Library Code of Conduct.
- At the discretion of a responsible adult, a child aged 10 or older may be left unattended in the Library. The child must know how to reach the responsible adult should the need arise.
- Should a juvenile violate the rules of the Library Code of Conduct, they may be asked to leave the building for the day. Children will be permitted to call their parent for transportation from the Library.
- Parents or caregivers must stay in the Library building while children under their care, who are under the age of 10, are attending library-sponsored programs. The Library does not have the staffing resources to closely monitor children under the age of 10 who are unattended at the Library.
- Children and their caregivers should be aware of the closing times of the library. Unattended juveniles will be afforded every opportunity to call a parent/guardian upon Library closing.

## After Library Closing Procedures for Unattended Children of All Ages

Children and their caregivers should be aware of the closing times of the Library. Unattended juveniles will be afforded every opportunity to call a parent/guardian upon Library closing. If a parent/guardian does not arrive by the time the Library closes the following procedure will be followed:

1. Two staff members will stay with the child until someone arrives to pick him/her up.
2. If a parent/guardian has not arrived within 30 minutes, the Durham Police Department will be alerted that a child has been left unattended at the Library after closing time. The Durham Police Department will accept responsibility for the unattended child and will then try to locate the parent or guardian.
3. Library staff will post a note on the main door of the Library advising the parent/guardian of the circumstances and stating how to contact the Durham Police.
4. Staff members are not authorized to transport unattended children to locations outside of the Library.

## Objections to Library Resources

The Library will review, consider and respond to all comments and questions about library materials, services, programming, and policy although greater weight may be given to the requests of eligible cardholders, who are the Library's constituents. Any individual who wishes to provide comments or questions about any item(s) in the collection or the services and programs the Library provides to the community should complete a [REQUEST FOR RECONSIDERATION OF A LIBRARY RESOURCE FORM](#). Requests for reconsideration will be reviewed by the Director who will respond to the requesting individual in writing within thirty days with a decision on the request.

If dissatisfied with the Director's decision, the individual may appeal the Director's decision to the Library Board of Trustees. The appeal must be in writing and filed within 7 days of the Director's written decision by delivery to the Library Director. The Board of Trustees will review the individual's written appeal request, the original Request for Reconsideration of a Library Resource Form and the Director's decision at the next available regular meeting. This may not be the next scheduled meeting if the agenda has already been published or if there is a full agenda already established. The individual will receive a letter with the Board's decision on the appeal within thirty days of the meeting at which the appeal is considered. The Board's decision is final and will remain in effect for a term of five years during which a challenged resource will not be subject to further challenge absent recommendation from the Director.