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Henrietta Public Library  
625 Calkins Road  
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# Safe Child Policy

Adopted June 11, 2019

Revised July 2020

## Scope

Henrietta Public Library encourages frequent visits by children and their families. Staff will make every effort to be aware of the needs of the children in the room. A staff member will be present in the Children's Room whenever the library is open, and the library is equipped with security cameras.

## Unattended Children

Parents and caregivers are responsible for the children in their care at all times. No children under the age of 12 may be left unattended at any time in the Henrietta Public Library in order to best ensure their safety during the COVID-19 pandemic.

## COVID-19 Precautions

Members of the public will wear face coverings that cover the nose and mouth when they are in the library building, with the exception of children under the age of 3, who must be worn, carried, confined to a stroller, or holding their adult's hand at all times.

## Missing Children

In the case of a missing child, the Henrietta Public Library follows the Code Adam Procedure [<http://codeadam.missingkids.org/>]. A Code Adam is a special alert issued to staff that includes procedures to be followed when a caregiver reports a missing child. All staff are trained to take immediate action to help safely locate and reunite the child with their parent or guardian.