Children who are Lost or Left Unattended in the Library

The University Library is a public place. Unattended/lost children can be at risk in public places. Library employees are not responsible for or able to look after unattended/lost children. If children are left unattended in the Library the question is who is responsible for the child during an emergency etc. For this reason the Library has the following policy:

Policy: The University Library requires that children 12 and under be supervised by a parent or adult caregiver who remains in the same room as the child throughout their visit.

What to do if you find a child who is lost:

- Call Protective Services (Campus Safety) at 306-966-5555.
- Together with a third party in the area, stay with the child until Protective Services arrives.
- Protective Services officer(s) may stay at your location or bring the child back to their office.

When a parent or guardian arrives to retrieve a child who has already been reported to Protective Services the employee will take one of the following actions:

- If the child has not yet been picked up by Protective Services, call Protective Services at 306-966-5555. The employee may have to ask the parent or guardian to wait until Protective Services arrives.
- If Protective Services has picked the child up already then assist the parent or guardian by providing the Protective Services contact number 306-966-5555 and any other assistance required to help them locate their child.

What to do if a parent reports they have lost their child:

A parent or guardian reporting a missing child should be instructed to contact Protective Services immediately at 306-966-5555. Provide assistance as necessary.

What to do if you discover a child has been left unattended in the Library:

For the safety and wellbeing of all children, when an unaccompanied child is found in the Library, University of Saskatchewan Protective Services/Safety Resources will be called 306-966-5555. Provide assistance as necessary.

Communication of this policy: To ensure parents/guardians/caregivers and employees are aware of this policy a poster outlining this policy will be posted in all branches. (see Dean’s office/safety/safety project charter/communications/unattended child poster)