

Policy #10
After Hours Presence

No patron may remain in the Library after closing time unless attending a scheduled meeting, a staffed library program, or an unstaffed after-hours event in the Stave Family Community Room. Refer to Policy #10 Unattended Minors if a child is unattended at the time of closing. Under no circumstance will library staff escort a child off library property or transport children to another location.

Revised June 2024
Revised June 2021
Reviewed May 2004
May 1997



After Hours Presence Procedures

The Library staff:

- a) will notify the patrons 15 minutes before closing time.
- b) will allow telephone use to those patrons needing to call for transportation.
- c) will lock the door at closing.
- d) will call the Coventry Police if a patron younger than 12 years, or any patron for whom there is concern, is still waiting 15 minutes after closing.
- e) will notify the Library Director.
- f) will wait until the police arrive.
- g) will call the police immediately if a patron will not leave.

The Library patron:

- a) will check out materials before library closing time.
- b) will have made arrangements for transportation prior to library closing time.

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Revised May 2015

Revised September 2011

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