

# Bedford Public Library

## Vulnerable Adults Policy

### Policy Statement 1

Bedford Public Library strives to provide a warm, welcoming and safe environment for all community members. The Library is particularly concerned for the safety of vulnerable adults\* in and around the Library. A parent/guardian or caregiver 18 years of age or older must be responsible for monitoring the activities and managing the behavior of vulnerable adults during their Library visits.

### Definitions

\*A vulnerable adult is an individual over the age of 18 who is mentally or physically challenged to a degree that significantly impairs the individual's ability to provide adequately for his/her own care or manage his/her own behavior without assistance.

### Regulations

- 1.1 Vulnerable adults, who can understand and follow the rules of conduct and who can care for themselves, are welcomed to be in the Library unattended. Vulnerable adults will be expected to follow the rules of conduct as outlined in the Code of Conduct and Responsibilities Policy. They should have contact information for a parent/guardian or caregiver who can assist them in an emergency.
- 1.2 Vulnerable adults who are unable or unwilling to care for themselves must be attended and have adequate supervision at all times.
- 1.3 The Library assumes no responsibility for vulnerable adults left unattended on the Library premises. Staff members are responsible for assisting all Library customers and cannot adequately monitor unattended vulnerable adults.
- 1.4 Staff cannot be expected to monitor or prevent vulnerable adults from leaving the building/grounds or to assume responsibility for monitoring their behavior.
- 1.5 Sudden emergencies may occur in the library and in such cases the Library assumes no responsibility for unattended vulnerable adults.
- 1.6 Staff will attempt to contact a parent/guardian or caregiver when a vulnerable adult's:
  - health or safety is in doubt
  - behavior disturbs other Library users
  - actions violate any of the Code of Conduct and Responsibilities Policy
  - parent/guardian or caregiver is not present at closing time
- 1.7 Every reasonable effort will be made by the staff to assist the vulnerable adult in contacting the appropriate adult. If no responsible adult is reached, or the vulnerable adult is not picked up within 15 minutes of Library closing, staff may notify the police.
- 1.8 Library staff may not drive vulnerable adults to any location, even by request of the parent/caregiver.
- 1.9 Any time vulnerable adults are left unattended in the library, staff will attempt to discuss this policy with the parent/caregiver.