

DOWNINGTOWN LIBRARY COMPANY CHILDREN'S OFFSITE ACTIVITY POLICY

For purposes of this policy, offsite activities are defined as library programs for children up to age 12 (or in sixth grade), conducted offsite within walking distance of the Library, under the supervision of a Library employee.

All participants are subject to the rules, regulations, and policies of the DLC.

These activities shall be governed by guidelines that ensure:

- The safety and well-being of participants will be protected at all times.
- Each child participant must be accompanied by a responsible adult who shall be responsible for the safety and well-being of that child.
- Each child has been registered in advance and their adult has completed and signed the requisite permission slip in the form set forth below.
- The Library Director has approved the purpose, itinerary, and duration of the activity.
- Each offsite activity is properly planned and integrated with the program.

The DLC does not endorse, support, nor assume responsibility in any way for any Library staff member or event sponsor who takes patrons on an activity not approved by the Library Director. No staff member may solicit patrons for such activities within Library facilities or on Library grounds.

DOWNINGTOWN LIBRARY PERMISSION FORM FOR OFFSITE ACTIVITY

Please return this permission form to the Library by the following date: _____.

_____ (child's/children's name(s))
has permission to accompany

_____ (DLC Employee)

to _____ (Location of Activity)

on _____ (Date of Activity).

We expect to leave the Downingtown Library at _____

and return at approximately _____.

The purpose of this offsite activity is _____.

I understand that no transportation will be provided by the Library.

I understand that the Library policies, including the [Behavior Policy](#), apply to this activity.

I acknowledge that I am solely responsible for the safety and well-being of the child(ren) identified above and am responsible for bringing and administering any medications and supplies that may be necessary for the duration of the activity.

I hereby release Downingtown Library Company, its employees, agents, and volunteers, from any and all liability, claims, demands, causes of action, and possible causes of action whatsoever arising out of or related to any loss, damage, or injury that may be sustained by my child and/or myself while participating in or traveling to and from this outdoor activity.

Signature of Parent/Guardian: _____ Date: _____

Adopted: April 17, 2024