

Emporia Public Library Inclement Weather Policy

Approved by the Library Board February 8, 2024

The safety of library patrons and staff is the first priority during severe weather and related conditions. Conditions that may be a threat within the building or for travel may warrant the modification of service schedules or closing the building.

Inclement weather may include tornadoes, snow or ice storms, wind chill or extreme temperatures, flooding or other severe weather situations that threaten the safety of people in the library or the safety of traveling to and from the library. The library is considered unsafe for occupation during power failures, low temperatures, freezing pipes, lack of running water, etc.

The Executive Director determines when conditions warrant not opening the library at its regularly scheduled time or closing the library early. An Assistant Director will make the decision in the absence of the Executive Director.

Condition of the roads and the safety of using the building is considered in the decision to close the library. The closing of other public services, nonprofit organizations, K-12 schools, and local higher education institutions is also considered.

As much advance notice as possible is given in the event of a closing. The unplanned closing is communicated to patrons through a banner on the website, on the library's social media channels, and on local news' websites tracking closures.

Staff will make every attempt to contact parents and guardians to pick up children already in the library when the library closes unexpectedly. Two library staff will stay with children until a parent or guardian picks them up. If a parent or guardian cannot be reached within thirty (30) minutes, staff will make a "child in need of care" call to local authorities after all attempts at contacting an adult responsible for the child have been unsuccessful.

