



**After-Hours Library Lock-In Permission Form**

**Friday, August 3<sup>rd</sup> 2018 from 6:45 p.m. to 9:00 p.m.**

I am the parent or legal guardian of \_\_\_\_\_ (child's name) and consent to his/her participation in the after-hours library lock-in Friday, August 3<sup>rd</sup> from 6:45 p.m. to 9:00 p.m. I understand that my child will arrive at the Ashland Public Library Friday, August 3<sup>rd</sup> between 6:45-6:59 p.m. (doors will be locked at 7:00 p.m. with no entrance permitted after that time) and will be leaving that evening at 9:00 p.m.

I have received and agreed to the behavior contract. I understand that if my child does not follow the expected behaviors outlined in the handout that I will be called and asked to pick up my child immediately at the library.

All participants must be picked up from the library at 9:00 pm Friday, August 3<sup>rd</sup>. The front doors to the library will be unlocked at 9:00 pm. Please sign below according to the arrangements you have made for your child.

\_\_\_\_ I agree to pick up my child at the library at 9:00 pm Friday, August 3<sup>rd</sup>. **OR**

\_\_\_\_ My child has permission to leave at 9:00 pm Friday, August 3<sup>rd</sup> to walk/drive home from the library. **OR**

\_\_\_\_ My child will be picked up at the library by \_\_\_\_\_ Phone: \_\_\_\_\_  
at 9:00 pm Friday, August 3<sup>rd</sup>. **OR**

\_\_\_\_ My child has permission to ride home with \_\_\_\_\_ at 9:00 pm on Friday, August 3<sup>rd</sup>.

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_\_

*The parent or caregiver listed above must come into the building to pick up those children for whom they are assuming responsibility.*

In case of medical emergency the Ashland Public Library will contact 911 for emergency medical assistance for my child, and medical treatment as deemed necessary by emergency medical personnel will be administered. I will be contacted immediately if any emergency arises.

Further, as parent/guardian, I assume all responsibility for injury to my child, and for injury which my child may cause to others. I hereby release and forever discharge the Ashland Public Library, their officers, and employees from any and all damages and causes of action either at law or in equity which I or my child may have as a result of participation in or attendance at this activity sponsored by the library.

\_\_\_\_\_  
Signature of parent or guardian Date

**Parent/ Guardian Contact Information:**

\_\_\_\_\_  
Home Phone Cell Phone

**Alternate Emergency Contact Information (in case the parent/guardian cannot be reached):**

\_\_\_\_\_  
Name & relationship of Emergency Contact Best phone number to reach this individual

Please describe on the back of this form any special needs of the participant (medical, dietary restrictions, etc.):



## After-Hours Library Lock-In

### BEHAVIOR CONTRACT

We want everyone at the Lock-In to have a fun and exciting time at the library!

Participants will be expected to follow the guidelines listed below:

- You must arrive between 6:45 and 6:59 pm (Doors will be locked at 7:00 pm with NO entrance permitted after that time.)
- You must be picked up at 9:00 pm (NO exceptions). The front doors to the library will be unlocked at 9:00 pm. The parent or caregiver listed on the permission form as picking you up **must come into the building to retrieve you.**
- All food, snacks, and drinks must be kept in designated areas only.
- You must remain in the designated areas of the library unless you receive permission from a staff member to move to another part of the building.
- You will follow the general library rules and instructions of the library staff members. You will be given two warnings. On your third warning, your parent/guardian will be called to pick you up.
- Bullying, horseplay, and violence of any kind will not be tolerated. In these instances, staff retains the right to forego warnings and call a parent for the removal of his/her teen from the library.
- Please respect others by keeping your hands to yourself and not touching the belongings of others.
- Library staff will be on duty the entire program time. If you have any questions or concerns, please tell a staff person.
- In case of emergency, parents may contact staff at **419-289-8188 extension # 603.** Please leave a message if there is no answer. Your call will be returned as soon as possible.

I agree to follow the guidelines above and acknowledge the consequences for not doing so.

Tween/Teen Signature \_\_\_\_\_ Date \_\_\_\_\_



**After-Hours Library Lock-In**  
**BEHAVIOR CONTRACT**  
**Parent Take-Home Copy**

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- In case of emergency, parents may contact staff at **419-289-8188 extension #603**. Please leave a message if there is no answer. Your call will be returned as soon as possible.

*The night of the Lock-In, please bring the following items with you:*

- Lots of CLEAN socks (likely will not be returned)
- Library Card (if you want to check out books)