

**Section II: Service Policies**

---

**TITLE: Code Adam Alert**

**DATE ADOPTED: April 9, 2007 LAST REVISED: January 15, 2018**

Code Adam is a special alert that is activated by library staff when a patron or caregiver reports a missing or potentially abducted child at the Lake Villa District Library (LVDL). A detailed description of the child will be provided to all staff, who will immediately begin looking for the child. Library staff will also monitor all exits to help ensure that the child does not leave the building.

Library personnel may notify the local police department to report the child as missing, or if the child is seen accompanied by someone other than a parent or caregiver.