



Patron Code of Conduct

Library users are expected to conduct themselves in a manner which shows respect for others using the library. The following behaviors are considered unacceptable in the library or on library property:

- Disruptive noise, including profane language
- Any behavior disruptive to legitimate use of the library, including running, roughhousing, fighting or throwing objects
- Remaining in the library after closing, or being in an unauthorized area
- Any behavior that presents an eminent danger to the life or safety of others, including intentional non-emergency activation of alarmed exits, fire alarms, etc.
- Sleeping
- Verbal or physical abuse of staff or patrons
- Violation of copyright laws
- Solicitation, gambling or panhandling, including distributing printed materials or conducting surveys
- Overcrowding of tables or meeting rooms
- Disruptive use of cell phones or electronic devices
- Coming into the library without shoes or shirt
- Failure to supervise children
- Skateboarding, roller skating, or inline skate use
- Excessive displays of affection, or sexually inappropriate conduct
- Bringing animals into the building, except those trained to aid the disabled
- Possession of a weapon except when allowed by state law

In the event that a patron violates any of these rules, a staff member will tell the individual that his/her behavior violates the Patron Code of Conduct, and that it must stop.

If the individual continues the behavior, a staff member will inform the patron that he/she will be asked to leave the library if the behavior does not stop immediately.

Finally, if the patron continues the behavior, he/she will be asked to leave the library. If the patron refuses, the police will be called to remove the patron from the premises. Under no circumstances will a library employee touch the patron in any way. The staff member who

deals with the patron, and any staff members who witness the interaction, will complete an incident report.

The police will be called immediately in the case of any illegal activity.

A patron may be banned from the library for a specific amount of time. This decision will be made by the director. If this happens, a certified letter will be sent to the patron informing him/her of the ban, explaining what behaviors have prompted the library to take this action, and outlining what will be expected of the patron in order to return to the library. A copy of the letter will be kept on file at the library.

Unattended Children Policy

The library board and staff encourage children to come to the library and explore all the possibilities available to them. However, we are also concerned about the welfare and safety of children when they are left unattended. The library is not responsible for the safety of children while they are on library premises. Out of concern for children visiting the library, the library board has adopted the following policy:

1. In all situations, the responsible adult who has transported minor children to the library or otherwise directed or allowed children onto library property are responsible for the care and safety of those children while on library premises. The library staff does not take the place of a parent, act as caregiver or babysitter, nor assume responsibility for unattended children.
2. Children under the age of seven (7) must be accompanied by an adult or guardian at all times unless that child is involved in a supervised schedule program such as a storytime.
3. Children ages 7-10 must have a guardian in the library building, although they may be in different areas of the building.
4. Children ages 11-17 may use the library unattended as long as they abide by the Patron Code of Conduct.
5. If an unattended child is being disruptive, is habitually left unattended for long periods of time, or is deemed to be at risk of coming to harm (as in the case of a child being left unattended near closing time), an effort will be made to locate the responsible adult. If necessary, appropriate law enforcement or child protective authorities will be notified to take custody of the child. A child will never be placed in a staff member's automobile and taken anywhere.