



PETERSBURGH PUBLIC LIBRARY CONDUCT POLICY

PURPOSE:

The Petersburgh Public Library and its facilities are to be used for library purposes only. Behavior that interferes with that use or is inconsistent with that use is not permitted. This policy has been adopted for the comfort and protection of all who use library materials and services. Library staff will courteously, but firmly, enforce this policy.

POLICY:

Conduct will not be permitted if it is disruptive, disturbing, or potentially harmful to others, if it otherwise interferes with the enjoyment and use of the Library by other customers, or if it is inconsistent with the Library's mission. This includes, but is not limited to: disorderly conduct, noise, or activity that interferes with the rights of others, whether intentional or inadvertent; physical abuse or threatening behavior or language; disobeying the directions of library staff members; or, the misuse of library materials, equipment or furnishings. Expulsion from the library and/or loss of library privileges, on a temporary or permanent basis, may result from violations of this policy.

Examples of Unacceptable Activities

The following are examples of behaviors which are not permitted because they interfere with the enjoyment and use of the Library by other customers, present a health or safety hazard, or are inconsistent with the Library's mission. This list is not exhaustive, but is provided to illustrate the types of behaviors prohibited under this policy.

- Engaging in disrespectful, loud, aggressive, disruptive, or threatening conduct; fighting or challenging another to a fight; using profane language or obscene behavior or engaging in harassing behavior of any kind.
- Engaging in loud conversations, screaming, yelling, or making any other noise that disturbs other library users.
- Blocking aisles or pathways so that access to library materials, equipment, or facilities is prohibited.

- Using, distributing, or being under the influence of drugs or alcohol.
- Carrying weapons or instruments/devices that may be used as a weapon.
- Engaging in any kind of sexual activity or lewd behavior, or sexually harassing any other person.
- Misusing or stealing library materials, equipment or computer resources.
- Tampering with, altering, editing, or damaging computer hardware and/or software.
- Covered drinks are permitted in the library. Food is permitted in designated areas at each location as long as all trash from said food is deposited properly in trash receptacles.
- Smoking or using tobacco, including electronic smoking devices (See *Smoke/Tobacco Free Policy*)
- Entering or using the library in bare feet, or without a shirt.
- Having bodily hygiene that is so offensive as to constitute a disturbance to other customers using the library.
- Sleeping, lying down, or engaging in activities that interfere with library use.
- Using audio equipment including mobile devices, with or without headphones, at a volume that is audible to others.
- Using mobile phones or other devices to engage in conversation in public areas loudly in a way that disturbs other library users.
- Bathing or changing clothing in public restrooms without express permission from library staff.
- Entering staff areas by customers; using meeting rooms without authorization; or improperly using stairwells, elevators, or other areas in and around library buildings.
- Soliciting in the library or on library property or distributing and/or posting literature that has not been approved by the Library administration.
- Committing any act that would violate any State, Federal or local law, ordinance or regulation.
- Using any library resource, including its public access computers/wi-fi network to engage in illegal activity which violates this policy or to injure or harass another person.

Young Children

- A. The Petersburg Public Library encourages visits by young children and it is our desire to make this important visit both memorable and enjoyable for the child. Parents or legal guardians are responsible for behavior of minor children. Library staff is not expected to assume

responsibility for the care of unsupervised children in the library. Therefore, it is library policy that all children under age ten must be accompanied by a parent or designated responsible person while in the library. Also, if the young child is attending a library program, we require the parent/responsible person to remain in the library throughout the program.

- B. The library staff is not responsible for supervising children left alone when the library is closed but will make attempts to reach a parent or caregiver for immediate pick-up. If a parent cannot be reached within fifteen minutes of the closing of the library, the police department will be called to pick up the child.
- C. Children of all ages are encouraged to use the library for homework, recreational reading, and program attendance. The library staff realizes that the library will be noisier at busy times and that children by nature can cause more commotion. However, children (whether with parents or not) who are being continually disruptive will be given a warning that he/she must settle down or will be asked to leave the library. If after a second warning the child continues to be disruptive, he/she will be asked to leave the library. If the child needs to contact a parent, they may do so and then wait with a staff person until the parent arrives.

Loss of Library Privileges

If a customer creates a public nuisance, or violates any policy set forth herein, that customer may be restricted from the Library or from the use of the library facilities by the staff, on either a temporary or permanent basis. Those who are unwilling to leave, or who do not leave within a reasonable amount of time after being instructed to do so by the staff, may be subject to prosecution.

Any person whose library privileges have been revoked under this policy may make a written request of the Library Board of Trustees for a reinstatement of privileges. Reinstatement of privileges may be conditioned on future compliance. Reinstatement of privileges will be at the sole discretion of the Library Board of Trustees or the Library Director.

Responsibility

All staff members are responsible for compliance with this policy. The Library Board of Trustees or their designee is responsible for issues regarding banning and reinstatement.

PROCEDURE:

Behavior that violates the Conduct Policy will be handled as follows:

1. Anyone found violating any of the library policies as stated above will be asked to discontinue the behavior citing this policy as reason that the behavior is unacceptable.
2. If the behavior continues, ask patron to leave the library premises.
 - a. If patron is under 18, attempt to contact parent to inform them child is no longer in the library.
 - b. If patron is under age 12, do not ask them to leave the library unsupervised unless authorized to do so by parent or caregiver. If parent or caregiver is not reachable, call police.
3. If patron refuses to leave, call police.
4. In cases of any criminal action, call police immediately.

APPROVED DATE: June 6, 2018

REVISED DATE: