

# **ADAMS COUNTY PUBLIC LIBRARY**

## **SECTION 4.500 – BEHAVIOR AND CONDUCT IN THE LIBRARY** (revised 6/10/2015)

### **Policy on Behavior and Conduct**

*The Behavior and Conduct in the Library policy shall be posted in each library.*

To maintain an atmosphere appropriate for work, study and enjoyment for all library users and staff, the following policy on behavior in the Adams County Public Library and on library property has been established. Library staff will courteously, but firmly, enforce the policy.

Appropriate library activities include: browsing for materials, reading, thinking, quiet conversation, homework, writing reports and researching. If library games, puzzles, computers or audio-visual equipment are available, they are to be used quietly, so as not to disturb others. Quiet group study up to four at one table and quiet tutoring of one or two students are permitted. Only animals for library programs and guide dogs for the handicapped are admitted; all other animals or pets are excluded. All patrons must wear shoes and appropriate clothing in the library. The library is not responsible for the loss of personal belongings.

Inappropriate activities include: running, throwing, loud or abusive talking, eating or drinking in other than designated areas, moving furniture, putting feet on furniture, sleeping, loitering, gambling, inappropriate public displays of affection, excessive socializing, proselytizing, soliciting, selling, distributing leaflets, use of tobacco, electronic cigarettes, vaporizers, alcohol, or illegal drugs, using restrooms for bathing or laundering clothes, and any other activities which disrupt the library. Further, skateboarding or other similar activities on library parking areas or public entrances to the libraries are considered hazardous to library users and staff. Any illegal activities, including vandalism, will not be tolerated and will be reported to the local police immediately.

Disruptive behavior is defined as noisy, boisterous, threatening or acting-out behavior which is inappropriate in a setting where library work and study is being conducted. This behavior may represent a physical danger to people or property, or may interfere with the legitimate library business of other users or staff.

Patrons with hygiene or untreated health related conditions, including but not limited to body odor and lice, which interfere with the use and enjoyment of the library by other patrons or with the functioning of the library staff, may be asked to leave the premises.

Patrons who are behaving inappropriately or creating disruptive conditions will be warned that the behavior or condition must be corrected. If the behavior or conditions are not immediately corrected, the person will be asked to leave the premises. For serious violations, patrons may be asked to leave even if they correct the problem. Anyone who does not leave after being asked to do so will be considered a trespasser and will be treated accordingly, including a call for police assistance. Habitual abusers of library rules may be banned from the premises for a period ranging from one day to three months. A minor (anyone under 18 years of age) who creates chronic problems may be required, for up to three months, to bring a responsible adult who will remain with him or her in the library.

Conduct which endangers the safety of the library users and staff is also prohibited. For this reason, no person shall have in his/her possession any firearm (including BB guns and pellet guns), explosives, dangerous chemical, or other dangerous weapon in the library or on the library premises. "Look-alike" weapons (e.g. toy guns that look like real weapons) are also prohibited. All such incidents shall be reported to the local police immediately.

Each Public Service Team Leader is responsible for training all library staff to consistently enforce library rules of conduct. Continuous and positive communication with local police is important to maintaining a positive and welcome atmosphere in each library.