

## PATRON CONDUCT & UNATTENDED CHILDREN IN THE LIBRARY POLICY SULLY COMMUNITY LIBRARY

In order to provide for the general welfare of all persons using the library, and, to provide for the general safety of children using the Sully Community Library, the following rules and regulations shall be made a matter of policy at the Sully Community Library.

Prohibited conduct is that which interferes with the rights of individuals to use the library materials and services, interferes with the ability of the library staff to conduct library business or threatens the secure and comfortable environment of the library.

Prohibited conduct may include, but is not limited to:

- ...Willfully annoying, harassing, or threatening another person (verbal or physical)
- ...Any behavior that endangers the safety or health of others
- ...Behaving in a disorderly. Loud or boisterous manner
- ...Theft, vandalism, or the deliberate destruction of library materials, property or the personal property of patrons or staff
- ...Maliciously accessing, altering, deleting, damaging, or destroying any computers or computer program
- ...Impeding access to the building
- ...Entering non-public areas of the building without a staff member
- ...Leaving personal items in the building (the library assumes no responsibility for any personal items left unattended)
- ...Soliciting of sales or soliciting signatures for a petition
- ...Bringing animals into the library (except those trained to assist individuals with disabilities)
- ...Smoking, chewing tobacco or using snuff
- ...Consuming food or beverages except as approved by the Director or the Director's designee
- ...Listening to radios, CD players, cassette players or computers at an unreasonable level
- ...Violations of any municipal, state or federal code of law

### Consequences

Enforcement of these rules may take the form of any of the following actions, depending on the severity of the misconduct which will be determined by the staff on duty at the time:

- ...In most cases, patrons who are behaving inappropriately in the Library will be given one warning and asked to behave in an appropriate manner. Patrons who do not modify their behavior after one warning will be asked to leave the Library for the rest of the day.
- ...In the case of any misconduct that—in the judgment of a staff member—is extreme, the offender will be ordered to leave the building immediately, or the police will be called.
- ...Patrons engaging in misconduct on more than one instance will be warned by the Director or designee that they shall be barred from the Library and their privileges revoked until further notice.

Parents, or an adequate responsible adult person, or mature adolescent will be responsible for children's behavior while they are in the Library. Staff members may inform this person of problem behavior should the adult fail to notice or volunteer correction.

Children may use the library unattended, subject to the rules and regulations concerning behavior, conduct and demeanor.

During scheduled programs, children may be left alone at the Library if staff is aware how to reach parent or day-care provider in case of emergency.

The Library can not act as a baby-sitter and will assume no responsibility for children left unattended on Library premises.

Disruptive children, as with patrons of all ages, will be asked to leave for the day after receiving one warning.

Unattended children shall not be taken from Library property by staff members. If the library is closing and parents have not picked up their children, the staff member has the right to call the police. Weather conditions and time of day will be considered before a child is asked to leave the building. Children who are at the library alone will not be allowed to leave the premises in the midst of severe weather or during a tornado warning.

Adopted April 2, 2001  
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