

## **Oliver Wolcott Library - Library Behavior Policy**

In our efforts to provide a comfortable, welcoming environment for all library users, we have established a Library Behavior Policy. The purpose of the Policy is to define unacceptable behavior and also to suggest conduct that is appropriate in the library.

Violations of the Policy will result in increasing levels of action, ranging from asking the patron to leave the library for the remainder of the day to the patron's permanent loss of all library privileges to legal prosecution. The level of action shall be determined on a case-by-case basis and shall be within the sole discretion of the Library Director or his/her designee.

1. Unacceptable behavior causes excessive noise levels, creates disturbances, interferes with other patrons' use of the library, damages library property, and is not permitted in the library.
2. Unacceptable behavior causes patrons or staff to feel harassed or threatened.
3. Use of cell phones should be limited, discreet and at a level that is not disruptive to others.
4. Solicitation, vending and distribution of petitions or surveys are not permitted in the library or on the library grounds without prior consent of the Library Director or his/her designee.
5. Animals are not allowed inside the library. Animals needed to aid individuals with disabilities are exempted from this rule.
6. Animals left outside of the library must be on a leash and not disruptive to patrons entering the building or causing noise levels that is disruptive to patrons inside the library.
7. In accordance with our Policy on Unattended Children, children under the age of eight must be supervised by a parent or caregiver (at least 12 years in age). The library staff and this policy recognize that the children's area of the library may be louder and have more commotion than the adult areas of the library. However, if a child is disruptive and cannot be quieted or calmed, the parent or caregiver must remove the child from the library. Please see our Policy on Unattended Children for additional information.
8. There shall be no loitering on the library grounds.
9. All patrons must leave the premises after closing, unless they are participating in a prescheduled program or meeting.
10. Anyone involved in the theft, defacement, or mutilation of library materials or property will be subject to arrest and prosecution.
11. Drinks and snacks are permitted provided that all trash is properly disposed of and other patrons are not disturbed. Patrons should take great care when eating or drinking in the library. Any damage caused by food or drink will be subject to full payment by the patron.

Adopted 7/18/06, Revised April 2007.