

POLICY: LIBRARY PATRON BEHAVIOR

The Yorktown Public Library encourages people of all ages to visit the library. Those using the library and its resources have the right to expect a safe, comfortable environment that supports appropriate library services. The Yorktown Public Library seeks to foster a quiet and orderly environment that is conducive to reading, acquiring information, and study.

People entering the library are expected to respect the rights of other patrons to use the library. No person shall harass or annoy others by being noisy or boisterous, by playing audio equipment so that others can hear it, or by behaving in a manner that reasonably can be expected to disturb other persons.

People demonstrating disruptive behavior will be required to leave the library after one warning from library staff. Disruptive behavior includes, but is not limited to, noisy, boisterous actions; inappropriate behavior, including eating, smoking, running, or loud talking; misuse of library property; uncooperative attitude; or actions that deliberately annoy others or prevent the legitimate use of the library and its resources. Abusive language and behavior toward staff will not be tolerated.

Personal appliances, such as computers, audio devices, and calculators, may be used if the noise level is low and use does not interfere with others. Because of the lack of outlets and concern for electrical overload, all appliances must be battery-powered and may not be plugged into library outlets without staff approval. Cellular telephones and pagers should be turned off or switched to a non-audible signal and should be answered outside the library.

Young children may not be safe when left unattended in the library. Staff will not know if children are leaving with a parent, a friend, or a stranger. Library staff will not deliberately seek out unattended children; however, unattended children frequently become disruptive when they become bored. Parents are responsible for ensuring the appropriate behavior of their children while in the library. If a parent or other responsible adult cannot be located, unattended children who are disruptive will be placed in the care of Yorktown Police Department. Under no circumstances will library staff take a child out of the building or transport children to another location.

Our library is a public building, and we ask that all patrons abide by library rules and guidelines. If library staff feel there is a distraction, inappropriate behavior or health and safety issue, library staff will take necessary action to provide a safe and appropriate environment for all library users.

Approved by City of Yorktown on _____, 2016.

Signature of responsible representative

Approved by Yorktown Public Library Advisory Board

_____ on _____, 2016.
Signature of representative

