

Sandown Public Library

Behavior Policy

Purpose: The purpose of this policy is to protect the rights of individuals who use library materials or services, to protect the rights of staff, to assist staff in efficiently conducting library business, and to preserve library facilities and materials.

Rules and Regulations: The following behavior is not allowed by library patrons on library premises. The library premises include the library building, parking lot, and surrounding grounds.

1. Endangering the safety or health of themselves or others.
2. Harassing or abusive behavior, including the use of abusive language, towards other patrons or library staff.
3. Blocking access to walkways, exits, or library services with their person, belongings, or activities.
4. Excessive noise or odor that hinders others' ability to use and work in the library.
5. Misuse of library property that disrupts library services or other patrons or that damages library property may result in the appropriate prosecution and/or necessary restitution.
6. Displaying or loudly discussing sexually explicit material.
7. Smoking or consuming alcoholic beverages, vaping, e-cigarettes, using illegal substances.
8. Soliciting for non-library related activities without first obtaining permission.
9. Other behavior not listed that disrupts or interferes with library services or use of the library by other patrons.

Guidelines for Library Use:

1. Children under the age of eleven (11) may not be left unattended in the library and must be supervised by a designated caregiver aged sixteen (16) or older. Please refer to the "Unattended Children" policy for more information.
2. Proper dress, including tops, bottoms, and shoes, is required at all times.
3. Visitors in the Library are responsible for their personal property. Personal property should not be left unattended. The Library is not responsible for lost or stolen items.
4. Assistance animals are welcome. All other animals are prohibited, with the exception of animals brought into the building for a Library sponsored program.

Extraordinary Circumstance:

Extraordinary circumstances may arise which, from time to time, require response from library staff and patrons. This response may require certain actions, modifications, or restrictions on behavior in the library. Responses may be dictated by federal, state, county, or municipal guidance. This may include (but is not limited to):

1. Limiting occupancy of the building.
2. Requiring "curbside pickup" of materials.
3. Requiring certain health and safety measures while occupying the building.

The library views these as enforceable precautions or actions, violations of which may result in expulsion of non-complaint patrons. Guidance will be posted in a clear and visible location for visitors and is not negotiable.

Noncompliance: Patrons found in violation of the behavior policy are subject to the following.

- **Warning:** When possible, patrons not complying with the behavior policy will be issued a warning. In the case of extreme or dangerous behavior, staff may proceed directly to more serious action.
- **Expelled:** Patrons who do not comply with this behavior policy may be asked to leave the library premises for the remainder of the day. Expelled patrons may return the following business day.
- **Barred:** Patrons who have been repeatedly expelled within a one month period may be barred from the library premises at the discretion of the Library Director. The reasons for, and end date of, the barring will be made clear to the patron in writing. In the case of a minor, a parent or guardian will also be informed.
- **No Trespass:** At the discretion of the Library Director, patrons who engage in criminal activity on library premises, or who have been repeatedly barred, may be issued a formal No Trespass. The No Trespass will be delivered by the police. In the case of a minor, a parent or guardian will also be informed.
- **Calling the police:** The police will be called for assistance with patron behavior when a patron poses a clear danger to themselves or others; a patron refuses to leave the library premises after being asked to do so by library staff; or when a patron who has been issued a No Trespass enters the library premises.

Patrons subjected to penalties directly due to failure to comply with the behavioral policy may appeal the action by contacting the Chair of the Library Trustees at: chair@sandownlibrary.us

Approved by the Library Trustees May 9, 2024