PATRON BEHAVIOR

 I. General Restrictions

 A. Shoes and shirt must be worn.

 B. A patron may be banned from the library for the following reasons:

 1. Damaging library property

 2. Stealing library materials

 3. Harassing, threatening or physically harming staff or patrons

 C. Activities not allowed in the library:

 1. Eating, drinking, or smoking

 2. Playing of audio equipment so that others may hear it

 3. Use of a cell phone. A patron should step outside or into the Book and Coffee

 Nook to converse with someone on a cell phone. Exceptions will also be made

 for persons servicing library equipment who need to make a call related to the

 work being done or for patrons working online who need to call for help with

 an issue that occurs while on a website.

 4. Carrying a weapon into the library unless authorized by law.

 5. Bringing animals into the Library except those needed to assist a patron with a

 disability or for use in a library sponsored program that has been authorized by

 the Director.

 6. Misusing or defacing the restrooms or any part of the library

 7. Leaving a child under the age of eight (8) unattended in the library

 8. Talking loudly, making noise or engaging in other disruptive behavior

 9. Interfering with another person’s use of the library or with the library

 staff’s performance of their duties.

 D. Unattended Children

 1. Parents may not leave children under age eight (8) unattended in the library.

 Parents or caregivers are responsible for their children’s behavior in the library.

An adult staff member will telephone a parent or guardian to come pick up their child from the library or come to the library to supervise their under-aged children. If a parent or guardian cannot be reached, the proper authorities will be contacted.

 2. Disruptive children are defined as children who are violating the library rules

 and regulations as defined in library policy. Disruptive children age eight or

 over will be handled in the following fashion:

First Infraction:

* During a single day, a child will receive one verbal warning before disruptive behavior is considered an infraction.
* If disruptive behavior continues, it will result in the loss of library privileges for the rest of the day. An adult staff member will contact the child’s parent or guardian by phone and advise them of the library’s policy. The first infraction will be noted on the child’s account.

Second Infraction:

* A child will be given one verbal warning before disruptive behavior is considered an additional infraction.
* If the disruptive behavior continues, it will result in the loss of library privileges for one week. An adult staff member will contact the child’s parent or guardian by phone and advise them of the library’s policy. The second infraction will be noted on the child’s account.

Third Infraction:

* A child will be given one verbal warning before disruptive behavior is considered an additional infraction.
* If the disruptive behavior continues, it will result in the loss of library privileges for 30 days. An adult staff member will contact the child’s parent or guardian by phone and advise them of the library’s policy. The third infraction will be noted on the child’s account.

All infractions will be cleared from a child’s account once 30 days have passed from the time of the last infraction.

*Last updated November 2017*