

Sergeant Bluff Public Library

Behavior Policy

This policy outlines what is and is not considered appropriate behavior in the library.

EXPECTATIONS

Patrons should use the library in a way that:

- does not interfere with rights of others to use library materials, resources, and services;
- does not limit the ability of library staff to conduct library business; and
- does not threaten the security and comfort of the library or its users.

Patrons must wear appropriate clothing. Shoes and shirts are required.

Illegal behavior is prohibited. Other prohibited behavior includes, but is not limited to:

1. **ACCESS:** Impeding access to library resources, materials, or any part of the premises for extended periods of time.
2. **ANIMALS:** Bringing animals into the library, except those approved by staff.
3. **AUDIO:** Using personal electronic devices (including cell phones) at a level that disrupts library operations.
4. **BEHAVIOR:** Loud or disruptive manner, behavior that endangers the safety or health of patrons or staff, or any threats or harassment of any kind.

Harassment is defined as any action taken or situation created intentionally to produce physical or psychological discomfort, embarrassment, or ridicule. Harassment is characterized by requests for sexual contact, unwelcome physical advances, or verbal/physical conduct of a nature that is intimidating, demeaning, hostile, offensive, or potentially dangerous to self or others.

5. **DAMAGE TO PROPERTY:** Using library areas, furniture, or equipment in ways other than their designated use. Patrons may be responsible for any damages incurred to property intentionally used in ways other than their designated use.

6. **UNATTENDED CHILDREN:** Leaving unattended children under 9 years of age.

The library assumes no responsibility for children left unattended on library premises. Children under 9 years of age must be attended by a parent or guardian. Children over 9 years of age are expected to adhere to all behavior policies. If they do not, one warning will be given. If an additional warning is required, they will be asked to leave the library. Following programming or special events, children must be picked up in a timely manner.

7. **FOOD & BEVERAGES:** Eating and drinking in the computer lab.

If done responsibly, eating and drinking is allowed throughout the rest of the library. Beverages must be covered with secure lids. Staff should be notified of any spills.

8. **RESTROOMS:** Using restroom facilities for bathing or washing clothes is not permitted.

9. ALCOHOL & CONTROLLED SUBSTANCES: Consuming alcohol or controlled substances or using tobacco products on library premises.

CONSEQUENCES

Depending upon the severity of the misconduct, enforcement of these rules may include any of the following:

1. Patrons who engage in misconduct will be given one warning. If they do not modify their behavior after one warning, they will be asked to leave the library for the rest of the day.
2. Patrons who engage in extreme misconduct may be asked to leave the building immediately. If necessary, the library senior staff member will call the local authorities.
3. Patrons who repeatedly engage in misconduct may not be allowed to enter the building. Depending on the nature of misconduct or extent of damage/disruption, they may be barred from the library for a period of one week to one year.

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