

## Code of Conduct

The Community Library of the Shenango Valley seeks to provide quality library service to all patrons. The following code of conduct has been adopted for the comfort and protection of the rights of all those using and working in the Community Library of the Shenango Valley. The library staff will enforce this code in a courteous, but firm manner. We ask your cooperation in helping us provide a safe and pleasant environment for all our patrons and staff.

The following unacceptable behaviors are not permitted:

- ★ Entering without shirt or shoes
- ★ Entering with an animal except certified assistance animals or those pre-approved for library programs
- ★ Bringing into the Library skateboards, roller-blades, bicycles, carts, bedrolls, blankets, suitcases, and large duffel bags. Unauthorized items may be subject to search upon departure.
- ★ Loud talking or other noise including playing of audio equipment without the use of ear phones
- ★ Abusive or foul language and gestures
- ★ Physical threats or abuse
- ★ Carrying weapons of any type on Library property unless by authorized persons and law enforcement officers
- ★ Eating or drinking near the computers. Having an open drink container of any kind.
- ★ Using a cell phone or earpiece except in designated area (Lobby)
- ★ Running, disruptive behavior, and throwing objects
- ★ Abuse or misuse of Library furnishings, equipment, or materials
- ★ Disrespect for other peoples' belongings and privacy
- ★ Smoking/Chewing tobacco
- ★ Possession of alcohol or illegal drugs
- ★ Presenting poor personal hygiene, including offensive and pervasive odors which are a nuisance to others
- ★ Solicitation or Loitering
- ★ Littering
- ★ Criminal activities
- ★ Unattended children
  - A parent, guardian, or other responsible adult must accompany children age 11 and under at all times in the Library and are responsible for monitoring the activities and regulating the behavior of their children while the children are in the Library.
  - Children 12 years of age and older may use the Library unattended, subject to the rules and regulations of this library; however the Library is not responsible for the safety or security of children left unattended.
  - TSS workers must be with their clients at all times

- All parents, guardians, and TSS workers are expected to clean up after the child they are accompanying
- The Library staff is not responsible to monitor the material checked out by children; this is the responsibility of the parent or guardian.

In the case that any of these unacceptable behaviors occur, the following consequences will be enforced:

- First Offence – verbal warning/ incident report
- Second Offence – written warning/ incident report/ 1 week banned from the library
- Third Offence – 3 months banned from library
- Additional offences – permanent ban from the library.
- At any time, the library director and board may skip directly to a ban from the library if the offence is disruptive, abusive, or violent.