

**Policy: Conduct**

**Approved: 4/19/01**

**Amended: 5/17/07, 6/21/07, 9/15/11, 6/20/13,  
2/20/14, 6/15/17**

**Reviewed: 5/17/07, 6/21/07, 9/15/11, 6/20/13,  
2/20/14, 6/15/17**

- I. The Bristol Public Library strives to maintain a safe, clean, and welcoming environment so that it may be used for reading, studying, researching, or otherwise making use of Library materials, services, programs, or resources.

The Library is a place where many people engage in many different types of activities simultaneously. The Library expects that users will need to converse with one another and with staff from time to time. In general the Library encourages all conversation to be as quiet as possible and to be kept to a minimum, but it also recognizes that different locations and activities allow for variable permissible noise levels.

Please be aware that:

- The Library is a place with a purpose. It is not a place for loitering, outside or inside.
- It is everyone's responsibility to behave in a manner that does not disturb others in their use of the Library.
- Parents/Guardians/Caregivers are responsible for the behavior of the children/charges in their direct care.
- It is everyone's responsibility to treat Library property with care and respect in order to preserve and maintain the Library's shared resources.
- Everyone is expected to maintain appropriate standards of personal cleanliness and hygiene.

- II. Accordingly, Library users may NOT:

- Engage in any behavior that is disruptive to normal operation of the Library.
- Engage in any illegal activity or behavior.
- Possess or use alcohol or illegal drugs, or be under the influence of alcohol or illegal drugs.
- Sell, solicit, petition, gamble or canvass.
- Misuse the restrooms: no bathing, shaving, changing or washing clothes is allowed.
- Harass (physically, verbally or sexually) or threaten other Library users or staff.

- Mutilate, deface, destroy or steal library property, or the property of other Library users or staff.
- Smoke or use other forms of tobacco, including e-cigarettes.
- Sleep, sit, or put head, feet or legs on the tables.
- Carry into the Library bedrolls, sleeping bags, large plastic bags or other large items not related to Library use.
- Gather in such a manner as to inhibit access by other visitors to any Library service, materials, resources, or displays.
- Move tables, chairs or other furniture.
- Talk loudly or engage in noisy or boisterous activities, except as part of a library-approved program.
- Have food or beverage anywhere in the Library except in the J. Henry Kegley Meeting Room, the Frances E. Kegley Conference Room, in the Gift Shop; or in any location as part of special events led by Library staff.
- Bring in animals, other than service animals, unless such animal is a part of a Library program or other approved event.
- Violate the Internet Policy regarding use of workstations and wireless computers.
- Use audio/video devices without headphones or allowing excess noise leakage from headphones.
- Enter or be inside the Library shirtless, shoeless, or with objectionable body odor.

While this list illustrates many examples of unacceptable behavior, it is not an exhaustive list and is subject to change.

III. Library staff and contracted security staff are authorized to take appropriate action to maintain the desired Library environment.

- Library and/or contracted security staff will inform Library users when their behavior is inconsistent with the appropriate use of the Library. Continued noncompliance with this policy will result in loss of Library privileges or removal from the building. Severe violation will result in a person or persons being forbidden to enter the Library for a stated period of time. Anyone thus barred from the Library for a period of time can be prosecuted for trespass if he or she returns to the Library within that period of time.
- The Library uses various security devices (theft-detection devices, cameras) to help protect Library users and resources. Also, in order to prevent theft and promote safety, Library staff is authorized to inspect the property of Library users as they enter or leave the building.

- IV. The Library is not responsible for personal items that are lost, stolen or damaged on Library premises. However, Library users should report any theft or other crime promptly to Library staff so that the police can be notified.
- V. The Library offers many resources and programs for children. Library patrons of all ages are expected to act appropriately so as not to disturb others. Parents, guardians, teachers, and caregivers—not Library staff—have the responsibility for assuring the appropriate behavior of children while they are in the Library. To help assure the benefit and safety of all, the following will apply:
- Children under the age of 8 must be directly supervised by someone 13 years old or older while they are in the Library. The Library will contact the police to take charge of any children under 8 who are unaccompanied.
  - Children of any age who do not act in accordance with the conduct policy and thereby create a disturbance will be handled as per the first paragraph of section III of this policy, except that, before asking a minor child to leave the building, the Library will first make an effort to locate a responsible party inside the Library. The Library will contact the police to take charge of any minor child who is asked to leave for causing a disturbance.
  - The Library will contact the police if a minor child is left unattended when the Library closes.