

New Canaan Library

LIBRARY USE AND CODE OF CONDUCT POLICY

Purpose

In an effort to provide the best possible service environment, the New Canaan Library expects members and other users to behave while in the Library and on its grounds in a way that respects and protects the interests and safety of all users and staff.

Expected Behavior

The Library expects users of its premises to be engaged in activities associated with the functions of the Library and when so engaged, to conduct themselves in a manner that does not infringe on any other user's enjoyment of the Library nor interfere with library personnel in the performance of their duties.

Unacceptable Behavior

To ensure that the rights and privileges of all Library users are protected, Library users agree to refrain from the following acts:

- Fighting, threatening violence or other aggressive behavior.
- Any bullying or harassment of library personnel or others.
- Cell phone conversations in designated quiet areas.
- Lengthy or loud cell phone conversations anywhere.
- Use of tobacco or nicotine products including e-cigarettes.
- Unlawful possession, distribution, sale, transfer or use of alcohol or illegal drugs.
- Possession of weapons of any kind, except by law enforcement officers.
- Lack of personal hygiene that interferes with the use and enjoyment of the Library.
- Committing or attempting to commit an activity in violation of federal, state or local law (e.g., vandalism, theft or endangering the safety of others).
- Any violation of library policies.
- Unauthorized soliciting on library premises.

Behavior Affecting Children

The Children's Room is dedicated to providing resources, programs, and services for children (infants through 12 years of age). Parents, guardians, or other caregivers of children (each, a "Responsible Person") are encouraged to accompany their children to the Children's Room to participate actively in reading, enrichment programs, and the selection and use of materials. To ensure a safe environment, users of the Children's Room are expected to adhere to the following additional rules:

- Children may not be left unaccompanied in the Children's Room or elsewhere in the Library. If a child appears to be lost or unaccompanied by a Responsible Person in the library building, the Executive Director and Manager of the Children's Room will be notified and reasonable attempts made to locate the child's Responsible Person (and parents, if not the Responsible Person). If such notification is unsuccessful, the police will be contacted.

Posted in the Children's Room is a copy of CGS §53-21a which provides that a Responsible Person who knowingly leaves a child unsupervised in a place such as the Library may constitute a criminal offense.

- The Library is not responsible for children outside the library building who may be awaiting transportation or using the grounds for socializing, recreation or some other purpose.
- Adults (age 18 and above) who have no child-related reason to be in the Children's Room will be asked to vacate the Room.

Enforcement

This Policy, together with other policies of the Library, is not intended to provide a complete list of violations or inappropriate behavior. The Library reserves the right in its discretion to take action in connection with any behavior which can reasonably be deemed illegal, offensive, disruptive or disturbing.

Anyone who fails to comply with this Library Use and Code of Conduct Policy may be asked to leave the Library. Repeated non-compliance or serious offenses may result in suspension or revocation of Library privileges. Such a suspension, if for more than three days, or a revocation of privileges may be appealed in writing to the Library Executive Director. In the case of illegal behavior and where otherwise deemed appropriate, the Police Department will be contacted.

Related Policies

The Library also has the following policies that relate to conduct on the Library premises, which are expected to be adhered to:

Internet and Computer Use Policy
Tutoring Policy

All of the Library policies affecting conduct are posted on its website and are available from the Library staff on request.

Date approved: July 2017
Next review date: July 2019