

West Hartford Public Library

POLICY MANUAL

Title: Patron Rules of Conduct and Enforcement

Revision Adopted July 27, 2020

Purpose: To define behaviors that are prohibited in the library facilities or grounds and to describe administration of these by staff, citing Connecticut Statutes specifying the library's right to do so.

Patron Rules of Conduct

To ensure the effective delivery of library services and provide access to library resources in a safe and healthy environment for patrons, volunteers and staff, the Library prohibits behavior that interferes with the use of the library and its services, damages library resources, including the facility itself, or involves activities inconsistent with the library's mission and objectives. Examples of inappropriate behaviors include, but are not limited to:

- Interfering with another person's use of the library or with library staff in the performance of their duties
- Engaging in any activity in violation of Federal, State, local or other applicable law, or Library policy
- Engaging in any activity in violation of Federal (including CDC), State, or local health and safety guidelines and regulations
- Blocking exits, entrances or aisles by a person or property
- Fighting or challenging to fight, running, pushing, or throwing things
- Being under the influence or possessing alcohol or illegal drugs
- Using threatening, abusive or profane language
- Neglecting to provide proper supervision of children
- Stealing, damaging, attempting to damage, or inappropriate use of library property including attempts to alter software configurations
- Using wheeled footwear, skateboards, scooters or hoverboards in the library or on library grounds
- Bring pets or animals, other than service animals, into the Library, unless authorized as part of a Library approved event or activity
- Exhibiting adverse hygiene conditions, including, but not limited to, offensive and pervasive clothing or body odor, insects or pests, or with unsanitary belongings that interfere with the use and enjoyment of the library by others or with the functioning of library staff.
- Consuming food outside designated areas. Beverages in resealable liquid containers are permitted in designated areas.
- Littering
- Moving library furniture from designated locations
- Using restrooms for bathing, shampooing, shaving, doing laundry, or changing clothes
- Creating loud or unreasonable noise, including the use of cell phones, pagers, headphones, and other communication, audio and electronic devices which disturbs other patrons, volunteers or staff
- Monopolizing library space, furniture, electrical outlets, or equipment to the exclusion of other patrons or staff
- Lying down or sleeping in the library
- Being in the library buildings barefoot or without a shirt

- Soliciting or conducting surveys not authorized by the Library

Enforcement of Rules

Library patrons, volunteers and staff are expected to comply with this policy.

Enforcement of the policy will be conducted in a fair and reasonable manner.

Library staff has the responsibility to apply this policy in determining behavior that does not comply with the policy. This includes conformance with the objectives of the policy, as defined above, even when a specific scenario is not specifically listed in the examples. The Library staff also has the responsibility to intervene by explaining the Rules of Conduct and stopping the prohibited activities and behaviors.

Failure to comply with the Library's established rules, regulations, and policies could result in removal from the premises and expulsion from the Library for a period of one day to one year, or in arrest or prosecution. Violations could also result in the restriction and/or termination of Library privileges, including the use of Library computers and other equipment. Expulsion for more than one week may be appealed in writing to the Director of Library Services.

References: General Statutes of Connecticut, Titles 11-32, 11-33 and 11-36