

## **SECTION TWELVE: RULES OF CONDUCT FOR LIBRARY USERS**

### **12.1 Appropriate Library Conduct**

**Rev. 10/24/2018**

It is a responsibility of the library staff to maintain library environments in a pleasant manner for as many people as possible. In doing so, the library staff should not ignore a patron whose behavior disturbs others. Likewise, it is equally important that the library staff be tolerant of a patron who behaves unusually, but who does not disturb others.

The Library System shall have the authority to ask anyone to leave the library that is not behaving in an acceptable manner on the premises. Unacceptable behavior is behavior that interferes with others' use of the library. This includes the use of profanity and roughhousing. The term of the suspension will be at the discretion of the library director and will consider the patron's pattern of behavior.

Anyone who has been removed may appeal this action to the Library Board of Trustees.

### **12.2 Workplace Violence Policy**

**5/19/2010**

It is the policy of the Nottoway County Public Library System to seek to maintain a safe workplace, free from any threat of physical violence, emotional abuse, or any form of potentially violent intimidation. Therefore the following policies will be followed:

- Acts of violence, verbal intimidation, obscenity, vandalism, sabotage, damage to library property, or the threat of such acts are prohibited. All complaints, reports, or advisements will be thoroughly investigated and reported to the proper law enforcement authorities as is warranted by the circumstances.
- Library staff members are advised to report any such acts, or threats of such acts as stated above first to the Police and immediately thereafter to the County Library Director.
- Any such acts or threats of such acts as described above which are committed by library patrons or visitors, will not only be reported to law enforcement officials, but may result in the suspension or revocation of library privileges.

### **12.3 Unattended Children**

**Rev. 10/24/2018**

Children are welcome in all of our libraries and we are concerned about their safety and welfare. However, parents and caregivers are responsible for monitoring the activities and regulating the behavior of their children while the children are in the library. Children under the age of 7 must be accompanied by a parent or responsible adult.

If an unattended child is being disruptive or is deemed to be at risk of coming to harm (as in the case of a child being left unattended when the library is ready to close) the Library will take action. An effort will be made to locate the responsible parent, guardian or caregiver. If necessary, appropriate law enforcement or child protective authorities will be notified to take custody of the child.

We respect the privacy of all library patrons and will intervene only when, in the opinion of the library staff, the safety and well-being of a child is threatened.

**12.4 Smoking**

**5/19/2010**

Smoking is not permitted in any areas of the library, public or non-public.

**12.5 Food and Drink**

**Rev. 4/21/2021**

The consumption of food or drinks in open containers is not permitted in the public areas of libraries except in specific designated areas or during appropriate library activities or public activities as covered in policy **11.1** ~~12.1~~ of this document.

Drinking of beverages in a container with some type of lid that prevents spillage if the container was dropped or knocked over at any time during its use is allowed in public areas.

**FAILURE TO COMPLY WITH THESE POLICIES CAN RESULT IN SUSPENSION OR CANCELLATION OF PRIVILEGES, AND IN SOME CASES LEGAL PROCEEDINGS.**