

Fort Edward Free Library Behavior & Code of Conduct Policy

The Fort Edward Free Library encourages people of all ages to visit the Library. Those using the Library and its resources have the right to expect a safe, smoke free, and comfortable environment that supports appropriate library services.

Library patrons must engage in activities associated with the use of a public library. Those who do not may be required to leave the building.

To ensure the security and comfort of people entering and exiting the building, people are not allowed to congregate at or near the entrances. Blocking the entrances is not permitted.

For the safety of all, roller-skating, rollerblading, and skate boarding are not permitted on the grounds or in the building. In addition to roller skates, roller blades and skateboards, bicycles and scooters are also not allowed in the building.

Proper attire, including shirts and shoes, must be worn by anyone entering the Library.

People using the Library must respect the rights of all other people using the Library; therefore, Library patrons are expected to conduct themselves in an orderly and considerate manner. Any behavior that disrupts the orderly use of the Library is prohibited, including behavior that constitutes a nuisance or presents a safety and/or security hazard or affects the ability of the Library staff to provide service to its patrons.

Other prohibited behaviors include, without being limited to: soliciting; sleeping; intoxication; use of tobacco; card playing; littering; making excessive noise; using offensive language; eating; drinking; using a cell phone; behaving in a manner which unreasonably interferes with other patrons' use of the Library.

Animals are not permitted in the Library with the exception of guide dogs, assistance dogs, and those animals which have been brought in for a special purpose which has been pre-approved by the Library Director. Emotional Support Animals are not permitted.

Parking areas are solely for the use of patrons and staff while they are in the Library. Vehicles must park in legal, designated spaces. Violators are subject to tickets and/or towing. Unauthorized overnight parking is not permitted and is also subject to towing.

Patrons may not deface, mar, or in any way destroy or damage library materials, furnishings, wall, machines, or any other Library property either inside or outside the Library.

Any Library materials removed from the building must be checked out on a valid Library card and returned by the item's due date. Removal of any library or personal property is illegal and will be prosecuted to the full extent of the law. Fines will be levied for overdue materials (see Circulation Policy).

Patrons who violate any of these guidelines will be given notice of this policy. A violation may result

in a patron's expulsion from the Library, suspension of Library privileges, criminal prosecution or other legal action as appropriate.

Child Behavior and Supervision

Children through age six must have a parent, guardian, or caregiver in their immediate vicinity. An exception is made for children attending a library program such as chaperoned class visit.

The Library Board and staff are eager for children to use the Library and welcome those who do so. Service to children is an important part of the Library's mission. The Library is free and open to unaccompanied children who are independent enough to use the resources for recreation, information and education.

Parent should be aware, however, that the Library is a public building open to all individuals. It is not the Library staff's function or purpose to provide supervision or to care for children while parents, guardians or caregivers are outside the Library. Staff will not monitor children leaving the Library.

Caregivers are expected to be aware of the opening and closing times of the Library, bearing in mind that these can and do change. Furthermore, power failures or other emergencies can occur and may require unexpected closing of the building. Since children left alone outside the Library could be vulnerable, every effort will be made to contact the parent, guardian, or caregiver prior to closing. If, however, a child is left at the Library after closing time or as the result of an emergency closing, the police will be called. Under no circumstances will a staff member take a child out of the building or transport children to another location.

Children ages nine and up may use the library on their own. They are, however, expected to adhere to the same standards of conduct expected of adults. All Library users are required to respect Library property and to act in a manner appropriate to the use and function of the Library. Children who do not use the Library appropriately or who require excessive staff attention or supervision will be informed of the rules. If inappropriate behavior continues, the child will be asked to leave the building and the parent, guardian, or caregiver will be contacted. If necessary, the police will be contacted.

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