

Pelham Public Library RULES OF CONDUCT

These rules of conduct has been developed to ensure that all individuals using any location of the Pelham Public Library enjoy a safe, pleasant and quiet environment. Prohibited conduct on Library premises, both inside and outside, is any conduct that: disturbs others, interferes with library operations, damages the building or furnishings is generally considered unacceptable in a public place

Please follow these rules while in our libraries:

1. There is no smoking. (All areas of the library buildings have been designated as non-smoking.)
2. Beverages are permitted in designated areas. However, please do not eat in public areas of the library unless authorized by a staff member.
3. Do not use computer, audio, video or telecommunications equipment in a manner or at a level that disturbs others. Cell phones can be used in the lobby or outside.
4. Children ages 8 and under should not be left unattended in the library. The Pelham Public Library staff cannot accept responsibility for children of any age left unattended in the libraries, and encourage family visits.
5. You may not enter STAFF ONLY areas unless authorized by a member of the library staff.
6. Use of recreational equipment such as skateboards, bicycles, roller blades, scooters etc. inside and on the Pelham Public Libraries premises, including the parking lots, is strictly prohibited.
7. Improper removal of library materials or equipment, or intentional defacement of or damage to library property is not allowed.
8. Access to and exit from the library must be made via designated public entrances and exits, unless authorization is given by a member of the library staff. Obstruction of exits and public access points is prohibited.
9. Animals, other than Guide Dogs and animals in authorized library programming are not permitted in the library
10. Users of the Library computers are required to sign up and follow the rules.

We also ask you to refrain from:

10. Using offensive, threatening, harassing, obscene or abusive language or gestures.
11. Engaging in loud conversation or offensive or rowdy behaviour.
12. Following staff or patrons around the building or staring at staff or patrons such that performance of their duties or another patron's use of library services is disrupted.

Consequences:

Not following these Rules of Conduct or other library policies may result in consequences deemed

by library staff to be appropriate to the behaviour. Consequences may include: a warning; a directive to vacate the premises; suspension of library privileges; prohibition from the library building and premises by way of issuing a Notice of Trespass; and/or laying criminal charges.

Appeal Process:

- An appeal may be submitted, in writing, to the Chair of the Library Board for board consideration. Only one appeal will be considered during the term of the suspension.
- Application must be made, in writing, for re-instatement of library privileges; library privileges are not automatically re-instated.
- The decision of the Library Board shall be considered final.

Approved by the Pelham Public Library Board June 12, 2002

