

## **Westville- New Durham Township Public Library Patron Conduct Policy**

The library's mission is to provide services to the community. In order to effectively do this, we seek to maintain a safe and comfortable atmosphere for patrons to use the library programs and collection.

The library reserves the right to ask patrons violating the patron conduct policy to leave the library and refuse further admission to those individuals who may violate the rights of the library staff or patrons.

Inappropriate library behavior includes but is not limited to:

- eating/drinking
- running
- smoking
- sleeping
- public intoxication
- inappropriate attire (patrons must wear shoes & shirt)
- use of obscene language
- drug or alcohol use
- fighting
- neglecting to provide proper supervision of children
- theft or vandalism of library materials, equipment or facilities
- leaving young children unattended in the library
- extremely offensive odor /lack of personal hygiene (to the point where it causes a nuisance or interferes with other patron's use of the library)
- soliciting, panhandling, gambling or political activity
- harassment
- excessively loud talking
- improper use of the library computers or wifi

Disciplinary Actions:

For the first offense, the library staff will ask patrons to stop any conduct that significantly interferes with the use of the library by others. A written incident letter will be filed with the library and the patron will receive a copy. Patrons will

be asked to leave the library until they can remedy their conduct. A third violation in a six month period will result in the revoking of the patron's library privileges. Once library privileges have been revoked, the patron has 10 days to submit a written appeal to the library board to reconsider the ban. The board's decision on the ban is final. Bans may last up to one year. Violations that affect safety and security will be stopped immediately and police will be called. Repeated violators and/or those who refuse to leave will be subject to arrest/prosecution under I.C. 35-43-2-2.

Library Board Approved August 15, 2017