## ORANGE PUBLIC LIBRARY

## POLICY: RULES OF CONDUCT

Adopted by Library Board of Trustees, June 26, 2006; Revised April 19, 2010

The Library is responsible for establishing Rules of Conduct to protect the rights and safety of library patrons, volunteers and staff, and to preserve and protect library materials, equipment, facilities and grounds. Our goal is to provide clean, comfortable and safe places for selecting materials, reading, research, studying, writing and attending programs and meetings.

Enforcement of these Rules of Conduct will be carried out in a fair and reasonable manner. Library staff and/or Orange Police Officers will intervene to stop prohibited activities and behaviors. Failure to comply with the Library's established rules, regulations, and policies could result in a library user's removal from the premises and exclusion from the Library for a period of one day to two years, or in arrest and/or prosecution. Violations may also result in restriction and/or termination of a library user's privileges, including the use of Library computers and other equipment.

## For the comfort and safety of our users, volunteers and staff, and the protection of Library property, the following actions are not allowed on Orange Public Library property:

- Failure to comply with directions or requests made by Library staff.
- Running, pushing, shoving, or throwing things.
- Creating disruptive noises, including loud talking, screaming, or sounds from any personal devices or from public computer stations.
- Littering.
- Smoking, chewing or other tobacco use.
- Moving furniture without permission from staff.
- Consuming food or beverages. Water is allowed.
- Using any wheeled sports devices inside a Library, such as skateboards, bicycles
  or scooters. Devices that are allowed include wheelchairs, walkers, strollers, and
  wheeled backpacks and laptop cases.
- Lying down or sleeping.
- Blocking aisles, exits or entrances with personal possessions.
- Leaving items unattended. Unattended items will be turned in to Lost & Found.
- Neglecting to provide proper supervision of children. Children age 12 and under must be accompanied by an adult at all times.
- Bringing pets or animals other than authorized service animals into the Library.

- Entering the Library barefoot, without a shirt, with offensive body odor or personal hygiene, or being otherwise attired so as to be disruptive to the Library patrons or staff.
- Using restrooms for bathing, shaving or laundry.
- Soliciting or conducting surveys inside the Library without Library authorization.

Engaging in any activity such as the following in violation of Federal, State, Local, or other applicable law, or of Library policy, is strictly forbidden and may result in arrest and/or prosecution:

- Trespassing in non-public areas, or being in the Library without permission of an authorized Library employee before or after Library operating hours.
- Carrying firearms and/or weapons of any type.
- Being under the influence of alcohol/illegal drugs, or selling, using, or possessing them.
- Fighting and/or challenging others to fight.
- Verbally or physically threatening or harassing others including stalking, lurking, offensive touching, or obscene acts such as sex acts and/or indecent exposure.
- Stealing, damaging, altering, or inappropriately using any Library property.