

## Library Behavior

The G.E. Bleskacek Family Memorial Library welcomes all library users and requires all users and staff to respect each other, show kindness, and behave appropriately.

This policy has been established to promote the use of the library's resources, protect the safety of patrons, staff, and property, and create a welcoming environment for all.

### Be Safe:

- Threatening, harassing, abusive, or intimidating language or behavior will result in immediate expulsion from the library and possible legal action.
- Parents and caregivers are responsible for the behavior, safety, and supervision of their children at all times. Children under the age of eight must be supervised by a responsible caregiver at all times.
- Blocking the aisles, walkways, entryways, or a staircase is prohibited. Disruptive groups congregating inside or outside the library will be required to disperse.
- Bicycles may not interfere with entering or exiting the library, and they should be parked in the bicycle racks that are provided.
- Items carried into the library, such as backpacks or other personal belongings, must be stored out of pathways.
- Athletic equipment such as skateboards, balls, or in-line skates may be carried into the library & stored in the entryway. They may not be used in the library.
- Animals, other than service animals, are not permitted in the library, unless as a part of a program authorized by the library director.
- Patrons sleeping in the library may be awakened by library staff if there is concern for the patron's health or well-being, or if the patron's sleep is disturbing others. Sleeping in the library for extended periods is prohibited.
- Patrons shall not carry or possess a weapon in an open or concealed manner unless authorized by law. Weapon means a handgun, an electronic weapon as defined under Wis. Stats. §941.295, or a knife as defined under Wis. Stats. §941.24.

### Be Respectful:

- Creating a disturbance by making noise, talking loudly, whistling, singing, using profanity, running, stalking, or engaging in other disruptive conduct is prohibited.
- Using personal electronic equipment in a manner that could reasonably be expected to annoy or disturb other patrons or staff is prohibited.
- Patrons should limit themselves to short, quiet phone calls whenever possible.
- Appropriate attire is required. Shirts and shoes must be worn in the library.

## Be Responsible:

- Consumption of food is limited to pre-packaged snacks or wrapped items that are consumed by an individual and are not damaging to library collections or furnishings or distracting to others. Drinking of non-alcoholic beverages in covered containers is permitted. Patrons must discard trash in appropriate containers, report spills to staff, and leave all areas clean for use by others.
- Use of all tobacco, smoking, or vaping products, including e-cigarettes, are prohibited throughout the library building and on library property.
- Those who steal, damage, or deface library materials or property may be prosecuted. Parents are liable for damage done by a child under age eighteen.
- Patrons are required to comply with the library's policies and procedures on computer and internet use. See our Internet Use Policy for complete guidelines.

## **Disruptive Behavior in the Library**

Everyone has the right to use library resources provided their behavior does not unreasonably interfere with the rights of others to do the same.

Any behavior which violates library policy, interferes with the use of the library by others, or interferes with staff in the conduct of their duties is not permitted. Patrons engaging in such behavior may be asked to stop the behavior and/or may be asked to leave the building. The library reserves the right to revoke or suspend library privileges. Unlawful activities will promptly be reported to the police.

Patrons shall cooperate with staff who must interpret and apply rules and policies. Upon request, patrons shall be required to provide their correct name or show their library card or other identification to library staff and leave the premises when so directed.

## **Unattended Children in the Library**

The library encourages visits by children and families and it is our desire to make this important visit memorable and enjoyable for the child. The purpose of this section is to encourage parents and legal guardians to exercise responsible care and supervision over their minor children in order to prevent juvenile victimization, to protect the health, safety, and welfare of children, and to make the library a welcoming and enjoyable environment for everyone.

- Children ages 8 and older may be in the library unattended for a period of time not to exceed 4 hours, provided that their behavior is not disruptive to other patrons or staff members.
- Children under the age of 8 must be accompanied by an adult or responsible person over the age of 12 at all times while they are in the library.
- Grade school children of all ages are welcome to ride the school bus to the library for sponsored programs and activities, provided their parent or guardian has arranged a ride for them following the conclusion of the program. Due to

the busy and sometimes chaotic nature of these events, library staff are unable to manage how and with whom a child leaves the library.

- The library staff realizes that the library will be noisier at busy times and that children by nature can cause more commotion. However, children who are being continually disruptive will be given a warning that they must correct the behavior or will be asked to leave the library. If after a second warning the child continues to be disruptive, they will be asked to leave the library. If the child needs to contact a parent or guardian, they may do so and then wait with a staff member until the parent or guardian arrives. The library reserves the right to suspend or revoke library privileges.
- In the event that a child is not picked up from the library after it has been closed for fifteen minutes, local law enforcement will be notified.

### **Adults in the Children or Teen Areas**

There are valid reasons for adults to use the children and teen areas of the library, including selection of books, movies, and other materials. The use of children and teen area tables for discussion, reading, or Wi-Fi access is also acceptable when other areas of the library are unavailable.

Behavior that constitutes or appears to constitute lurking, stalking, staring, harassing, or intimidating youth will not be tolerated. The staff will request the individual leave the children or teen area or the library property. Behavior that demonstrates or appears to demonstrate enticement, luring, or other predatory acts will not be tolerated. The staff will require the person to leave the property, and law enforcement may be called to ensure this occurs. Staff judgment will be the determining factor in these situations.