



## CODE OF CONDUCT

The Board of Trustees of the Blanchard Community Library welcomes patrons of all ages to use the facilities, services and resources of the library. For the comfort, safety, and protection of all our patrons and staff, we have established these rules of conduct.

### RULES OF CONDUCT FOR ALL PATRONS

- Patrons may not behave in any way which disrupts other patrons' use of the library.
- Loud, obscene, profane, threatening or insulting language will not be tolerated. Harassment, interference, and/or violation of another's privacy are also forbidden.
- Patrons may not threaten, strike, or physically interfere with library staff or other patrons.
- Patrons may not distribute flyers, pamphlets, or other literature to library patrons.
- Fraudulent use of a library card belonging to another for any purpose, including reserving or using computers, is not permitted.
- Patrons may not misuse library furniture, equipment, or materials.
- Patrons may not use library restrooms for personal grooming, bathing, or changing clothes.
- Food or uncovered drinks are not permitted in the library.
- Patrons must wear shirts/tops, pants/skirts, and shoes at all times.
- Patrons emitting strong, pervasive odors, including odors caused by perfume or inappropriate personal hygiene, will be asked to leave.
- Any action recognized as illegal is prohibited in the library.
- Patrons may not be under the influence of or be in possession of any controlled substance while on library grounds.
- The possession or use of alcohol on library grounds is prohibited unless prior approval has been granted by the District Director.
- Patrons may not smoke or use tobacco products, including e-cigarettes, in the library or within 20 feet of any door or operable window.
- Patrons may not exhibit or carry firearms, knives, or weapons of any kind on library property except as authorized by law.
- Patrons may not bring bicycles, scooters, or other such items into the library or lock them to anything other than the bicycle rack provided for that purpose.
- Shopping carts are not allowed in the library; strollers, luggage, or other large items must be kept out of aisles, entryways, or walkways.
- Animals are not allowed in the library, except service animals authorized by law.

## ADDITIONAL RULES FOR CHILDREN

Children and their safety are of great concern to the library and its staff. We encourage families and children of all ages to use the library; however, we remind parents that they are responsible for the safety and behavior of their children. Parents should remember that staff duties make it impossible for them to be alert to such dangers as a child wandering out of the library into the parking lot or “stranger danger.”

- Children, like all library patrons, are expected to behave appropriately. Parents and caregivers are reminded that the library is not a playground and that children should not be running, screaming, or jumping on the furniture while in the library.
- Children whose behavior is disruptive or disturbing to other patrons will be asked to behave more appropriately for a library environment. If a child continues to be a disruption or a disturbance, staff may ask the child’s caregiver to take the child out of the library for the remainder of the day.
- Children under the age of 8 must be accompanied by a parent or caregiver who is at least 12 years old. The child must be under the direct supervision of the parent or caregiver.
- If a child under the age of 12 is unattended at the time the library closes or if an unattended child has been asked to leave the library for failure to behave appropriately, staff will attempt to contact the child’s parents. Staff may not provide transportation to an unattended child. If the parents cannot be contacted within 15 minutes, staff will contact the Santa Paula Police Department.

Conduct that violates the rules listed in the Code of Conduct will be dealt with in the following manner:

<b>FIRST VIOLATION:</b>	<b>Initial warning.</b>
<b>SECOND VIOLATION:</b>	<b>Library privileges suspended for one day.</b>
<b>THIRD VIOLATION:</b>	<b>Library privileges suspended for seven days.</b>
<b>FOURTH VIOLATION:</b>	<b>Library privileges suspended for up to one year.</b>

The District Director has the authority to restrict patron access for extended periods upon written notice.