

Presque Isle Community Library	
Title:	Patron Responsibility and Conduct Policy
Original Adoption Date:	August 09, 2016
Suggested Review Cycle:	5 yrs
Revision Date(s):	August 09, 2016

- 1) **PURPOSE:** To define responsibilities and proper behavior standards and guidelines for patrons of the Presque Isle Community Library
- 2) **POLICY:** The purpose of the library's Patron Responsibility and Conduct Policy is to protect the rights of individuals who are in the library to use materials or services, to assist staff members in conducting library business effectively, and to preserve library materials and facilities. It is a patron's responsibility to maintain necessary and proper standards of behavior in order to protect his/her individual rights and the rights and privileges of other patrons.
- 3) **GUIDELINES:** The Library Director will use best judgment to maintain a peaceful atmosphere that promotes the use and enjoyment of library resources; protects the safety of the general public, staff and library property; and creates a welcoming and wholesome environment for all. A list of typical issues is outlined below. This list is not meant to be all inclusive.
 - a) Reasonable quiet is expected. No patron may disturb others using the library. Use of cellular phones, pagers, or other electronic devices in a manner that disturbs others is prohibited.
 - b) **ADULT PATRONS:** If a patron creates a public nuisance, that patron may be restricted from the Library and from the use of the library facilities. Those who are unwilling to leave or do not leave within a reasonable amount of time, after being instructed to do so by the staff, may be subject to citation.
 - c) **YOUNG CHILDREN:** The Presque Isle Community Library encourages visits by young children. It is our desire to make this important visit both memorable and enjoyable for the child. Library staff are not expected to assume responsibility for the care of unsupervised children in the library. The library requires that all children under age six must be accompanied by a parent or designated responsible person while in the library. Also, if the young child is attending a library program, we require the parent/responsible person to remain in the library throughout the program.
 - d) **DISRUPTIVE CHILDREN:** Children of all ages are encouraged to use the library for homework, recreational reading, and program attendance. The library staff realizes that the library will be noisier at busy times and that children by nature can cause more commotion. However, children (whether with parents or not) who are being continually disruptive will be given a warning that he/she must settle down or will be asked to leave the library. If after a second warning the child continues to be disruptive, he/she may be asked to leave the library. If the child needs to contact a parent, they may do so and then wait with a staff person until the parent arrives.