

Artesia Public Library Behavior Policy

The Artesia Public Library is committed to customer service and the provision of a safe and inviting atmosphere. No individual or group has the right to interfere with anyone else's right to use the library. Behavior is considered unacceptable when it could result in injury to oneself or others, when it violates the law, when it interferes with another person's use of the library, or when it could result in loss or damage to the library's or a patron's property. Continuation of a behavior after a request to stop will result in a request to leave the building. A person who persists in the disapproved conduct and who refuses to leave the building and grounds when requested to do so, will be subject to the reporting of such incident to the local police and/or may have their library privileges suspended. Extreme or repeated offenses could result in a trespass warning upon notification of proper authorities. The following actions and forms of conduct are not permitted in the Artesia Public Library or on library property:

1. Any action or behavior which is disruptive, disturbing, or potentially harmful to others or any action that violates any library policies, rules, or regulations; to include display of words or images that violate community norms.
2. Engaging in loud conversation or any other noise-producing activity which is disturbing to other library patrons, including the use of any electronic or mechanical device which produces noise or other effect disturbing to other patrons.
3. Any disorderly conduct, including running, fighting, challenging to fight, using obscene or abusive language, or provoking violence.
4. Improper use of furniture, equipment, or materials, including using such items for longer than the designated period of time.
5. Moving tables, chairs or other furniture without prior staff permission.
6. Using a false name, address, or another person's library card.
7. Intentionally damaging, destroying, or stealing any library property, a patron's property, or staff property.
8. Intentionally taking library property or materials outside the building without going through established loan procedures or other authorization, or other intentional acts to violate library policies or procedures.
9. Not wearing shoes or shirt, or wearing clothes unbuttoned or unzipped.
10. Littering.
11. Blocking or interfering with the free movement (actual or potential) of individuals. Bringing in any items, materials, or objects which take up an excessive amount of space, restrict the movement of individuals, or present a potential harm, danger or distraction.
12. Any repeated or excessive harassment or invasion of privacy of library staff or patrons. This includes

entering into staff work areas not open to the public, staring at other patrons or staff for long periods of time, touching other patrons or staff, or initiating unwanted conversation with another patron or staff.

13. Any sexual act, sexual abuse, sexual harassment, exhibitionism, or indecent exposure.
14. Consumption or use of any food or beverages in the building (except for the promenade and meeting room areas, as regulated by the meeting room policy).
15. Use of tobacco products or electronic cigarettes in the building or within 100 feet of any entrance.
16. Possession or consumption of alcohol or illegal drugs or being under the influence of same.
17. Taking library materials into restrooms or improper use of restrooms, including loitering and bathing.
18. Soliciting, surveying, selling of any kind, political campaigning, and distribution or posting of materials not specifically authorized by the Library Director.
19. Use of library for child-attending services; leaving a child under six years of age unattended by a responsible person for any amount of time; leaving a child of any age an excessive period of time or beyond closing.
20. Entering or remaining in the library before or after designated library hours without express permission from a member of the library staff.
21. Unauthorized, improper, or unsafe use of any library parking area.
22. Any activity or behavior that is potentially harmful to library buildings, property, patrons, or staff, such as wearing skates or using skateboards.
23. Carrying weapons of any type (except for law enforcement officials) and any illegal acts or conduct in violation of Federal, State, or local law, ordinance, or regulation.
24. Entering the library possessing such defects of bodily hygiene as impairs a clean and sanitary environment, as it is intended for enjoyment of the building.

Children

1. Staff members have many duties to perform in order to serve our patrons and cannot monitor the behavior or whereabouts of each child. Library staff members do not take over parental responsibilities for children who visit the library. The responsibility for the safety and behavior of children lies with their parents, both within the library building and on library grounds.
2. Children must refrain from disruptive behavior which disturbs other library patrons, damages library property, or poses a danger to themselves. Children are required to abide by all library rules and regulations.

3. Parents are required to monitor and control the behavior of their young children.
4. Children under six years of age may not be left unattended in the library. If children are left at the library under the care of another child and staff are concerned that the children are not adequately supervised by the other child, library staff will attempt to contact the parent/guardian. If the parent/guardian cannot be contacted, the children may be placed in the care of law enforcement.
5. Children participating in library programs must be picked up by a parent or guardian promptly at the program's end.
6. Older children may be left unattended in the library provided they comply with all rules and policies of the library. Parents are reminded that unexpected events can occur while their children are at the library: the child could leave the library of his own will, the child could be approached by untrustworthy people, the child could be physically injured or become ill. Parents should provide children with a phone number where they may be reached in case of an emergency, and they should be aware of library hours.
7. Staff should never remove a child from library property. If a minor is harming other patrons in the library or is otherwise engaged in disrupting behavior or acting in a harmful manner, and a parent or guardian is not available, law enforcement officials should be contacted to remove that minor from the premises.
8. If a child is left at the library at closing time and the parent or guardian is not available, law enforcement officials should be contacted to remove that minor from the premises.