

CODE OF CONDUCT

- The objective of this policy is to establish in writing clear and concise rules of acceptable behavior in the library, to protect the staff and volunteers of the library, the physical structure, and its materials and equipment.
- This code of conduct applies to all patrons and is non-discriminatory as to race, color, creed, sexual orientation, religion, age and disability.
- This code of conduct does not in any way deny or limit a patron's right to read, view or receive any written, audio visual or technical information.
- Patrons are expected to be considerate and courteous to others using the library.
- Parents, guardians and other caregivers are responsible for the behavior and well-being of all minors under their care and follow the Child Safety Policy.

This code of conduct policy prohibits the following:

1. Eating and drinking in the library unless provided/approved by library personnel.
2. Playing audio equipment loudly.
3. Smoking, vaping, or other use of tobacco products
4. Weapons.
5. Animals other than service dogs unless permitted by librarian or are part of a program
6. Misuse of the restroom.
7. Misuse of library materials.
8. Leaving children under the age of 12 without a guardian's supervision.
9. Talking loudly, including on cell phones. Cell phone ringers should be set to silent and cell phone conversations must be taken outside with one exception: a brief conversation at the public computers is permitted when it pertains to business on that computer.
10. Engaging in disruptive conduct, including running, climbing or shouting.
11. Sleeping.
12. Blocking the entrance or exits.
13. Behaviors that would interfere with other's use of the library or staff performance of duties.
14. Walking behind the circulation desk.
15. Engaging in any illegal actions including theft of library materials.
16. Defacing or damaging library materials, equipment or property.
17. Lack of shirt and shoes.
18. Carrying illegal substances.
19. Hurting or endangering any library pets.
20. Occupying more table space than needed when others need to also use table space.
21. Soliciting without approval from the library director.

As long as Berks County health guidelines apply:

22. Entering without wearing a shield or face mask covering the nose and mouth. Exceptions to be in accordance with CDC guidelines.
23. Not maintaining a social distance of at least 6 feet.

Library staff will ask patrons to modify their conduct to comply with this policy. Library staff have the right to ask patrons to leave library property if the patron's conduct is not adjusted after requested to adjust their behavior. If the patron refuses to leave the premises, library staff can call security or the police department for assistance.