

**TEMISKAMING SHORES PUBLIC LIBRARY
POLICY**

SUBJECT: Patron Code of Conduct
AMENDMENT DATE: October 16, 2019
REVIEW DATE: 3rd quarter 2023

POLICY NO: Facilities-6
MOTION NO: 2018-40

The following Rules of Conduct for patrons will be posted in the Library:

Everyone is welcome at the Library. These rules are for the safety and comfort of everyone in the Library. Disregard of these rules may result in sanctions as per the Criminal Code of Canada, the Public Libraries Act, the Occupational Health and Safety Act, the Trespass to Property Act and the Public Works Protection Act, and any other pertinent legislation. At the discretion of the library staff, police may be called for assistance if a threat to person or property is perceived.

Respect staff and other patrons

- Only animals trained to assist persons with disabilities in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) are allowed in the building, with the exception of approved programs.
- Parents/caregivers supervise children under the age of 5
- Turn cell phones off or set to silent
- Leave the library at closing time and during emergencies

Understand the library is a shared public place

- Be responsible for own property and personal belongings
- Appropriate dress includes footwear and a shirt
- Maintain personal hygiene
- Snacks and drinks only allowed in sitting areas or at tables
- Dispose of garbage and recycling appropriately

Adhere to library policy

- Return items on or before the due date
- Follow staff direction
- Abide by library policy regarding internet use, fees, fines, procedures of use
- The library reserves the right to inspect the contents of any packages, bags, books, briefcases, backpacks or purses
- There is no canvassing, selling, soliciting or distributing circulars or other articles in the library, unless approved by library staff

Behave appropriately for the library environment

- Use computers quietly
- Only one person per computer or chair

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- Study or read to self quietly
- Share quiet conversations

You will be asked to leave for the following:

- Smoking or vaping within the library buildings or within 9 meters of any entrance
- Consuming, selling or trading of alcohol or drugs (prescription or illegal) on the premises or before entering
- Using offensive, threatening, harassing or abusive language or gestures to staff or patrons
- Deliberately damaging, defacing or misusing library materials, equipment or facilities
- Persistent disturbance to other patrons' use of the library
- Bringing weapons into the Library

Any behavior that does not support a welcoming environment and/or violates the Code of Conduct may result in cost-recovery charges, suspension of library privileges, and exclusion from the Library and/or prosecution as detailed in Policy No. Facilities-7. These rules have been approved by the Temiskaming Shores Public Library Board.

(October 16, 2019)