

## BOARD POLICIES

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### PATRON CODE OF CONDUCT

Approved: May 6, 1996

Revised: May 27, 2009, September 30, 2020

It is the intent of the Rocky River Public Library to provide a safe, comfortable, and convenient environment. Appropriate behavior is required of everyone on the Library property. Disruptive behavior of any kind and any behavior that endangers the safety of library visitors or staff is not permitted.

- Covered beverages and small snack foods may be brought into the Library. However, food and beverages are strictly prohibited in the public computer room and at computer workstations.
- Smoking and/or substance abuse are not permitted.
- Running inside the building is not permitted.
- Staff areas are off limits to non-staff, unless accompanied by a staff member.
- For everyone's safety, recreational activities such as skateboarding, bike riding, running or horseplay are not permitted in the parking lot.
- Verbal, physical, or graphical abuse between patrons or toward staff will not be tolerated. Patrons displaying disrespectful behavior will be asked to leave the property.
- Shoes and shirts are required to be worn by those who are on library property.
- Parents and caregivers are responsible for their children at all times.
- Users are responsible for their own valuables. Bicycles should be secured outside the building, in a place that does not impede others' access.
- Respectful use of library materials and furniture is expected of all users.
- Computer users must abide by our Internet policy or risk losing computer privileges.
- Library users must comply with all federal, state, county, and municipal laws while on library property.
- Tampering with the building's fire protection, security, lighting, or telecommunications systems is not permitted.
- Vandalism will not be tolerated. Person(s) responsible will be charged the cost of repair or replacement.
- The current activity level will dictate the noise level of the library. Excessive noise will not be tolerated.

Disruptive patrons will be asked to leave Library property for a period of time based on the severity of the offense, the patron's history, policy violations, and any other relevant factors. For suspensions

longer than seven days, patrons must meet with the Deputy Director following the suspension period to discuss continued use of the Library before they can regain access to the property and building.

Juveniles may be restricted from the Library property depending upon the severity of the misconduct. For suspensions longer than seven days, juveniles must bring a parent or guardian to meet with the Deputy Director following the suspension period to discuss continued use of the Library before they can regain access to the property and building.

A patron who has been permanently banned from the Library may request a re-evaluation of the ban and the reinstatement of their Library privileges. Requests must be submitted in writing to the Director.

The Director may consider any of several factors when deciding to reinstate Library privileges including: the details of the incident that led to the suspension; the length of time since the initial eviction and suspension; the patron's completion of any requirements imposed by the Court as a result of the incident; and any other information provided by the patron that suggests that they are unlikely to engage in the conduct that led to the suspension of privileges.

The Director will make decisions about reinstatement of privileges. Decisions of the Director may be appealed via USPS mail to the Rocky River Public Library Board of Trustees at 1600 Hampton Ave., Rocky River, Ohio 44116.