

Policy LS402: Library Rules of Conduct

Category: Library Services

Policy LS402: Library Rules of Conduct

Approved: May 25, 2016

Future Review: December 2023

POLICY

The Bonnyville Municipal Library provides access to a broad range of resources, services, and programs that meet the reading, viewing, listening, lifelong learning, and information needs of the communities we serve. These rules of conduct have been established to ensure a positive library experience for everyone. We ask that everyone be:

- Respectful of others in the library – patrons, visitors, staff, and volunteers
- Careful and considerate of library property
- Lawful
- Responsible

We expect every patron to:

- Dress appropriately – footwear and shirts must be worn
- Attend to and supervise children in their care
- Attend to personal belongings
- Use library furniture, equipment, washrooms, and property properly and for their intended purposes only
- Leave the library promptly at closing time and when requested to do so in emergency situations

Examples of behaviours which are NOT permitted include:

- Threatening, abusive, harassing language, behaviour, or actions
- Behaviour that disturbs others' use of the library or damages library property
- Being under the influence of alcohol or illegal substances
- Selling, using, or possessing alcohol or illegal substances
- Carrying weapons or implements which can be used as weapons
- Damage or theft of library materials
- Sleeping
- Offensive body odour or offensive clothing odour
- Use of cell phones, pagers, headphones, and other communication devices which disturbs others' use of the library
- Taking library materials into washrooms
- Entering non-public areas without permission

Violation of any provisions of Bonnyville Municipal Library's Rules of Conduct may result in charges for damage or misuse, suspension of library privileges, and/or criminal prosecution.

The Library Manager may sanction any individual or group that contravenes the Rules of Conduct. Sanctions may include any or all of the following, depending on the severity of offense:

- Eviction from the premises
- Withdrawal of services or legal action

Any individual who has been sanctioned may appeal to the Library Manager in writing to request an appointment to discuss the matter and seek reconciliation. Any individual who is not satisfied with the terms of reconciliation may file a written complaint with the Bonnyville Municipal Library Board.

DEFINITIONS

PROCEDURE