

## Library Code of Conduct

Individuals on library property or whose actions affect library property will behave in ways which show respect for themselves, for other library users, for the staff and property of the library.

Individuals will avoid behavior that is illegal or that may constitute a danger to themselves or others, or which threatens or damages library property.

To clarify the behavior expected by those on library property, the library will maintain guidelines which state current policy. Please, see list of unacceptable behavior.

### If a patron chooses not to follow the library code of conduct

- A reminder will be given to the patron that a behavior is not acceptable

- If a patron chooses to continue unacceptable behavior they will be asked to leave the library

- **If the patron refuses to leave, the police may be called for assistance**

**Note** that instances involving malicious destruction of property; physical violence threatened or executed; abusive language; or alcohol/illegal drug use may result in immediate removal with no warning

### Unacceptable behaviors include but are not limited to:

1. Engaging in disruptive behavior such as shouting, persistent loud talking or other noise, fighting, running, roving, throwing, etc.
2. Disruptive cell phone or computer speaker use.
3. Littering (including spilled liquids or food traces), damaging or vandalizing facility, equipment or materials
4. Removing library materials without properly checking them out.
5. Abandoning, neglecting or leaving young children unattended.
6. Harassing or disrespecting patrons, staff, or visitors through physical, sexual, verbal, or any inappropriate behaviors.
7. Prolonged kissing or other sexual conduct.
8. Smoking, vaping, use of tobacco, alcohol, marijuana, or any illegal substance.
9. Photography, videography, or audio recording of patrons or visitors without express prior permission of the patrons or visitors.
10. Filming of staff area(s) which violates patron privacy.
11. Entering staff areas uninvited.
12. Using restrooms and reading areas for other than their intended purpose.
13. Bringing non-service animals into the library.
14. Selling, soliciting or panhandling
15. All acts which are subject to prosecution under criminal or civil codes of law or Village ordinance

## Jemez Springs Public Library

### Code of Conduct

Including guidelines for children in the library



### Library Hours:

**Tuesday-Thursday:** 10 am - 6 pm

**Friday-Saturday:** 10 am - 5 pm

**Closed for lunch:** 1 pm – 1:30 pm

**Phone: 575-829-9155**

[jsplibrary.org](http://jsplibrary.org)

## Library Code of Conduct *including Guidelines for Children visiting the library*

### Guidelines for children visiting the Library



Children are welcome and encouraged to visit the Jemez Springs Public Library. Library staff is concerned with the safety and welfare of children on library property, but cannot assume the role of parent or caregiver. For these reasons, the guidelines summarized in this pamphlet have been developed to benefit children using our library facility.

#### Children age eight and up

Children ages eight and over may use the library on their own; however, the library facility is not to be used as a substitute for childcare. Library staff cannot assume responsibility for the child and does not act in place of a parent or caregiver.

If a child wishes to leave the library, the staff cannot legally detain him or her.

Children are subject to the same rules as other library users. If an unattended child is requested to leave the premises, they will be encouraged to call a parent or guardian and inform them of the situation.

#### Children under the age of eight

A child under the age of eight must be accompanied by a parent or caregiver.

#### All children after hours

Library staff cannot assume responsibility for children left at the library after hours. This includes instances where:

- the library must close due to unusual weather or emergency situations, or
- parents/caregivers cannot be on time to collect a child