

## BEHAVIOR POLICY

It is the policy of the Woodward Public Library to provide a safe, comfortable environment that is conducive to the use of the library facilities, resources, and equipment either by the individuals or small groups. The library is designed for the use of all members of the public. Patrons are expected to observe the rights of other patrons and staff members and to use the library for its intended purposes.

### Behavior Not Allowed in the Library:

- Any behavior that endangers the safety or health of others;
- Violation of any local, state, or federal law;
- Vandalism or deliberate destruction of library property;  
(Note: Patrons will be financially responsible for any destruction of library property.)
- Theft of library materials or the personal property of other patrons or staff members;
- Deliberate disruption of library procedures;
- Use of abusive language;
- Deliberate use of the library for inappropriate purposes; e.g. sleeping;
- Loud talking or laughing that disturbs or could disturb other patrons;
- Eating or drinking in areas not designated for these activities;
- Inappropriate dress (shirt and shoes must be worn at all times);
- Roller blades or skate boards, etc. in the building;
- Smoking and or vaping in any area;
- Entry into any PERSONNEL ONLY areas;
- Other kinds of behavior deemed inappropriate by the staff.

### Consequences:

- Warning  
In most cases, patrons who are behaving inappropriately in the library will be given one warning and asked to behave in an appropriate manner.
- Expulsion  
Patrons who refuse to behave more appropriately after one warning will be asked to leave the library for the day.
- Calling the police  
In cases where patrons pose a clear danger to themselves or others, or where there is a deliberate violation of the law, or refusal to leave the library after being asked to leave by the staff, the staff is authorized to call the police.

Serious violations, which include behaviors that are absolutely unacceptable, do not require a warning, but can result of the loss of library privileges for as long as the Director deems necessary.

Adopted by the Woodward Public Library Board of Trustees  
Reviewed July 2, 2018  
Revised March 1, 2021