

ANDERSON PUBLIC LIBRARY ACCEPTABLE BEHAVIOR POLICY

The Anderson Public Library Board establishes policy for Library customer behavior so that our Library facilities are safe, welcoming and provide equitable access for all library customers.

COMMUNITY STANDARDS

Anderson Public Library wants to ensure a safe, orderly, and inviting atmosphere in which all customers can use its materials and services.

The library reserves the right to remove any person whose behavior is disruptive, or interferes with the use of the library by others, or whose apparel is deemed inappropriate.

The following are examples of behavior prohibited on library property. This list is not intended to be all-inclusive.

- Any activity in violation of Federal, State, local, or Library policy
- Inappropriate clothing on anyone, including children (shirt and shoes are required)
- Loitering
- Sleeping
- Bathing and/or any personal hygiene activity.
- Laundering
- Carrying weapons of any type on library property is not allowed except as provided by Indiana State law
- Verbally or physically threatening or harassing another person
- Excessive displays of affection, obscene gestures, sexual acts, or indecent exposure
- Physically blocking or impeding access to building entrances, doorways, aisles, equipment, stairways, or elevators
- Fighting or challenging to fight, horseplay, running, pushing, grabbing, shoving, or throwing things
- Disruptive noises
- Skateboarding or rollerblading
- Improper use of furniture
- Use of tobacco, alcohol, or illegal substances
- Soliciting, petitioning, canvassing, conducting surveys, or distributing written materials without express permission of the Library
- Stealing, damaging, altering, or inappropriate use of Library property

SUPERVISION OF CHILDREN IN THE LIBRARY

The Anderson Public Library encourages visits by children and wants to make these occasions memorable, educational, and enjoyable. This policy has been established to achieve these goals, and also to protect and ensure the well-being of children who use the library.

Parents or caregivers are responsible for the behavior of their children in the library at all times. Children under the age of eight, or who have emotional or social difficulty, must be

attended and adequately supervised by a parent or other responsible caregiver age fourteen and older at all times while in the library. Additionally, children under the age of five must always be in close proximity and within sight of the parent or caregiver responsible for their safety. The library requires that teachers and other group supervisors are responsible for the conduct of minors in their charge while they are in the library for a visit or tour. Violations of this policy may be grounds for suspension of library privileges for the group or organization.

The Library and its staff cannot, and expressly do not, assume any responsibility to supervise or care for any minor on Library premises.

Caregiver Responsibilities

The Library requires that caregivers do the following:

- Monitor and approve their charge's use of books, materials, technology, and other resources of the Anderson Public Library. The Library staff has no obligation to and will make no attempt to restrict access by children to information in the Library or on its computers, with the exception to content that violates our acceptable use of the Internet policy.
- Ensure that their charge exhibits appropriate behavior in the Library as described in the Library's Community Standards and Food and Beverage Policy.
- Be alert to "stranger danger." The Library, unlike a school, is an open facility with few restrictions on who may visit. Also, the Library staff does not and cannot monitor when children leave and/or with whom they may be leaving.
- Ensure that their children do not experience, make, or provoke any inappropriate physical contact with other children or adults. Request help from the Library staff, if necessary, to accomplish this.
- Be responsible for their charge's behavior while he/she participates in Library programs.

Disruptive Children

Children are encouraged to use the Library for homework and recreational reading and to attend programs. The Library staff realizes that the Library will be noisier at busy times and that children by nature can cause some commotion.

However, children (whether with a caregiver or not) who are deemed too disruptive by the Library staff will be advised that if they do not settle down they will be asked to leave the Library. Extreme or repetitive disruptive behavior, in the sole judgment of the Library staff, may result in immediate expulsion from the Library.

A disruptive child who needs to contact an acceptable caregiver may do so, or may ask the Library staff to do so, and then may wait in the Library until the acceptable caregiver arrives.

ANIMALS IN THE LIBRARY

Animals are not allowed inside the Library buildings with the following exceptions:

- Service animals
- Service animals in training
- Animals for programs, as approved by Library administration

Anderson Public Library may ask individuals to remove any animal that is out of control or posing a direct threat to the health and safety of others.

FOOD AND BEVERAGES

The Anderson Public Library strives to create a welcoming, clean, and comfortable environment for all to enjoy.

Food consumption is not allowed in the Library.

Food is only permitted in Meeting Rooms per the Meeting Room, Procedures and Services Policy and upon request in the Study Rooms per the Study Room Policy.

Beverage consumption is allowed in the Library except in areas designated drink-free zones. In areas not designated drink-free zones, beverages are allowed only in a spill-proof cup or screw-top container. Fountain drink cups with plastic lids and straws, such as fast food or gas station cups, are not allowed. The following are examples of approved beverage containers:



Customers are expected to “leave no trace” of beverage consumption, cleaning up after themselves and disposing of any trash. Drink spills should be reported to library staff so that prompt action can be taken to minimize damage.

Unattended food and drink will be removed and discarded.

DRINK-FREE ZONES

Computer areas (e.g. the Adult, Teen and Children's computers) – No Beverages on tables/desks or consumed in area

Business machine areas (e.g. around photocopiers, printers, microfilm readers and self-check machines) – No Beverages near machines or consumed in area

Indiana Room – No Beverages consumed in area