

DOWNINGTOWN LIBRARY COMPANY BEHAVIOR POLICY

The Downingtown Library Company welcomes and encourages the use of its facilities and resources by the public. Library customers are encouraged to assist staff in maintaining a safe environment with equal access to all.

These guidelines for behavior related to the use of the library are for guidance only and are not intended to be an exhaustive list.

Children under the age of ten (10) must be accompanied by a parent or the designated caregiver at all times. (Please refer to the Unattended Children Policy.)

Customers shall not interfere with the use of the library by other customers, or interfere with library volunteers' or employees' performance of their duties. Such interference can include noisy, rowdy, aggressive, threatening, harassing, or other disruptive behavior.

Except in posted quiet areas, cell phone and other device use is acceptable if it does not interfere with others' use of the library. Customers are asked to observe cell phone courtesy in the library: low voice, short conversation, no ringer.

Sleeping in the library is considered interference with others' use of the library if the sleeping individual is snoring, reclining, or using space intended for more than one person.

Any materials removed from the library must be checked out with a valid library card. This does not pertain to free handouts or purchased items.

Theft of library materials is a violation of state law, and punishable by a fine and/or other penalty according to the law.

Library materials may not be taken into the restrooms.

The Downingtown Public Library building and grounds are a smoke-free environment. Tobacco products, electronic cigarettes, and alcoholic beverages are prohibited in the library. The Library Director may grant an exception to the serving of alcoholic beverages in connection with appropriate circumstances such as programs or events.

Covered beverages and snack foods are permitted if handled with no crumbs, debris or spillage. Patrons are responsible for any fees associated with damages or clean up.

Animals other than service dogs or service dogs in training are not permitted in the library. Service dogs in training that are not under control must be removed from the library.

Customers must wear shoes and shirts in the library.

For the safety, health and comfort of the patrons and staff of the library, and to ensure unimpeded access to the library and its collections in an environment conducive to library use and enjoyment, visitors to the library are not allowed to bring luggage, carry-on bags, oversized backpacks or bags, or shopping carts into the library.

The library reserves the sole discretion to decide what constitutes an oversized backpack or bag relevant to its function (medical device, diaper bag, returning large number of books, etc.)

The Downingtown Library assumes no responsibility for the personal belongings of customers while using the library. Packages, backpacks, laptops, or any other personal items left unattended or otherwise unclaimed after a period of twenty four hours may be confiscated and/or discarded at the sole discretion of library staff.

Failure to follow these guidelines may result in temporary or permanent expulsion from the library by staff and/or denial of privileges by the Library Director. Library staff will inform the customer who has been expelled or denied privileges of the consequences. Any customer whose privileges have been denied may have the decision reviewed by the Board of Trustees. The library Board of Trustees reserves the right to make adjustments to this policy.

Adopted June 18, 2015
Amended April 21, 2016
Amended January 17, 2019