

Placentia Library District

POLICY MANUAL

POLICY TITLE: Public Behavior Policy
POLICY NUMBER: 6065

Welcome to the Placentia Library District. The Library Rules of Conduct have been established to protect the rights and safety of Library patrons, volunteers, and staff, and preserve and protect the Library's materials, equipment, facility, and grounds.

For the comfort and safety of patrons, volunteers, and staff, and the protection of Library property, the following actions are example of conduct not allowed on Library property:

- 6065.1** Engaging in any activity prohibited by law.
- 6065.2** Using cell phones and other personal electronics in a manner that disturbs others. Audible cell phones and personal electronics must be used on silent or vibrate mode with the use of headphones. All cell phone calls must be taken outside the library.
- 6065.3** The use of tobacco products in any form or other harmful substances, including vaping, will not be permitted anywhere on Library property.
- 6065.4** Verbally or physically threatening or harassing other patrons, volunteers, or staff, including stalking, staring, lurking, offensive touching/kissing, and obscene acts.
- 6065.5** Eating or drinking, except in areas designated for those purposes. Closed lid drinks are acceptable.
- 6065.6** Carrying firearms and dangerous weapons of any type except by law enforcement only.
- 6065.7** Being under the influence of alcohol/illegal drugs, and selling, using or possessing alcohol/illegal drugs/marijuana.
- 6065.8** In possession of wheeled devices in the Library or on Library grounds, except in designated areas, including use of skateboards, roller-skates, bicycles, motorized or non-motorized scooters, and shopping carts. Motorized ADA assistive devices, wheelchairs, walkers, and strollers are exempt. Wheeled devices may be concealed in backpacks.
- 6065.9** Using restrooms for bathing and/or personal hygiene activities.
- 6065.10** Soliciting or conducting surveys not authorized by the Library.
- 6065.11** Bringing pets or animals, other than service animals necessary for disabilities, into the Library, except as authorized by the Library Director.

- 6065.12** Entering or being in the Library barefoot, without a shirt, or being otherwise attired so as to be disruptive to the Library environment.
- 6065.13** Lying down or sleeping in the restrooms, or on any floor, or couch, table or seat in the Library.
- 6065.14** Bringing in articles that measure more than 16”W x 20”H x 12”D. All articles must be contained within this space.
- 6065.15** Moving Library furniture and/or equipment, and having feet, standing, or jumping on furniture; or blocking aisles, exits or entrances.
- 6065.16** Use of personal extension cords, Ethernet cables or equipment with exposed wirings, except in the Barbara & Ed Hemmerling Group Study Rooms.

In addition, the following also apply to the Library Rules of Conduct:

- 6065.17** The Library is not responsible for children who are left unattended in or on the grounds of the Library.
- 6065.18** The Library is not responsible for personal items that are lost, stolen or damaged in or on the grounds of the Library.
- 6065.19** There shall be a maximum of two people allowed at each public computer workstation unless otherwise authorized by Library staff.
- 6065.20** Loud, disorderly or disruptive behavior will not be tolerated.
- 6065.21** Staff may call for Police assistance whenever the person-in-charge believes it is necessary.
- 6065.22** If a child under age 14 is left unattended after hours and the parents cannot be reached, the person-in-charge will call local law enforcement to pick-up and escort that child to the City of Placentia Police Station.

The Placentia Library District reserves the right to restrict the use of its facilities, premises, resources, and/or services to individuals who do not abide by the Library’s Rules of Conduct and staff requests. Noncompliance with the Library’s Rules of Conduct may result in an individual being required to leave the library premises or in arrest and prosecution.