

CODE OF CONDUCT

The Kewanee Public Library District offers an environment which is conducive to reading and study.

People using the Library are to conduct themselves in a manner which is appropriate to the Library's nature and purpose.

Anyone who interferes with the proper use of the Library by other patrons, or abuses Library property or materials, is subject to removal from the Library and/or restriction of library privileges.

Library Rules of Conduct

The Board of Trustees believes that patrons of the Kewanee Public Library District have the right to use the library materials and services without being disturbed or impeded by other library users; that patrons and staff have the right to a secure and comfortable environment; and that patrons and staff have the right to materials and facilities that are in good condition.

RULES OF CONDUCT

1. Any behavior that is disruptive or that hinders use of the library is prohibited on library property. This includes, but is not limited to, loud or boisterous behavior, verbal or physical harassment, running and congregating in large groups. Disruptive patrons will be asked to leave after receiving one warning.
2. Deliberate obscene or vulgar language will not be tolerated. Patrons using such language will be asked to leave at once.

3. Police will be called immediately in case of any physical assault.
4. Failure to leave the library premises after being asked to do so will result in the calling of the authorities.
5. Food and beverages with lids are allowed in the library.
6. Smoking and e-cigarettes are not permitted in the library.
7. Clothing appropriate for public facilities is required.
8. Parents are responsible for the behavior of their children while they are on library property. Children under the age of seven (7) must be accompanied by a parent or other responsible caregiver at all times while on library property.
9. Children who are seven (7) or older may use the library unattended.
10. The library assumes no responsibility for children left unattended on library premises.
11. The library is not to be used as a day care service.
12. Loitering inside or outside of the library is not permitted.
13. Proper care of library materials and furnishings is expected of all patrons. Theft, vandalism and mutilation of library property are criminal offenses, and will be dealt with accordingly.
14. All bicycles must be locked in the bike rack. Rollerblades, skateboards and other sports equipment are not permitted in the library.
15. Check out all materials at the circulation/service desks.
16. The library is not responsible for the loss of personal belongings.
17. The library reserves the right to inspect all bags, purses, briefcases, backpacks and other items.
18. Soliciting on Library property is not permitted.
19. Patrons with offensive scents or personal hygiene which constitutes a nuisance to others may be asked to leave the building
20. Only service animals are permitted in the Library.
21. The library has the right to deny use of the library to those violating library rules and to deny future library privileges.

Supervision, Safety and Behavior of Children in the Library

The library strives to be a pleasant place for all children to visit and use its many resources. The library is a busy public facility, however, and library staff members do not function in loco parentis (i.e., in the position or place of a parent) or as substitute caregivers.

Staff cannot assume responsibility for the supervision, safety, and entertainment of children who use the library, except within the limited context of defined library programs. This responsibility must be borne by the child's parent, guardian, or designated caregiver and cannot be ceded to-- or forced upon--the library staff.

The Board believes that the following policies are in the best interests of all concerned: young library users, their parents, guardians, or caregivers, other patrons and the library staff.

1. Children under 7 years of age must be accompanied and closely supervised by a caregiver (an adult or responsible adolescent, fifteen years or older) who assumes full responsibility for the children's safety and behavior in the library. If the caregiver attendance is not required for a library sponsored youth program, the caregiver must remain in the library and be readily available in case he or she is needed.
2. Unattended children 7 and older are free to use the library provided they respect the rights and safety of others by observing all of the policies which govern library use.
3. Children left alone must be able to contact a responsible person in case of an emergency or for transportation needs.
4. Children must be picked up by closing time.
5. Parents/guardian will be contacted when a child under 7 years of age is unaccompanied by an adult, or when a child under 13 years of age is not picked up at closing time. If a responsible adult cannot be reached, the Kewanee Police Department will be alerted to handle the situation.