

# Policy

## Library Use Policy

**Approved by Board of Trustees:**

**Last Updated:** 2/9/2023

**Last Review:** 2/9/2023

The Dauphin County Library System (The Library) is committed to providing a safe and supportive environment for all library users and staff in the library buildings, property and at outreach events.

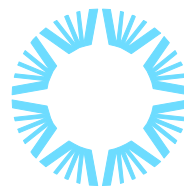
The Library is committed to applying all policies in neutral and nondiscriminatory manner and with an empathy driven approach.

### Prohibited Behaviors

Library users may not engage in any act which disrupts or prevents the normal or intended use of The Library and may result in loss of library privileges and/or legal actions.

Prohibitive behaviors and activities include, but is not limited to:

1. Damaging or defacing library materials or property.
2. Tobacco use and smoking of any type, including use of electronic cigarettes or any derivative on library property.
3. Any criminal activities.
4. Using, giving away or selling any controlled substance or intoxicating liquors, or being under the influence of alcohol or controlled substances.
5. Use of abusive, threatening, harassing or offensive language. (Verbally or physically threatening or harassing any person, including stalking, staring, touching, or using offensive language.)
6. Physically abusing or assaulting any person.
7. Engaging in sexual activity including solicitation, sexual harassment, and indecent exposure.
8. Bringing any weapon into The Library unless otherwise permitted by law.
9. Using library computers in a manner prohibited by The Library's Internet Use Policy.
10. Meals and open beverages are prohibited; non-alcoholic beverages in closed containers no larger than 20 oz and snacks that do not create mess or have a strong odor are permissible in designated locations. Decisions about consumables are at the discretion of staff.



## Disruptive Behaviors

Library users engaged in disruptive behaviors will be asked to cease the behavior and may be told to leave The Library for the rest of the day. Any subsequent violations may result in the loss of library privileges.

Such behavior includes but is not limited to:

1. Sleeping.
2. Inappropriate restroom use, including bathing, shaving, hair, or clothes washing.
3. Monopolizing library space or equipment to the exclusion of others.
4. Failing to keep personal belongings to oneself, blocking windows or walkways with personal items. The Library is not responsible for stolen or lost property and the Library shall not be used for storage of personal belongings.
5. Presenting personal hygiene with offensive and pervasive odors.
6. Unreasonable noise, including loud talking, singing, playing of audio equipment, and boisterous activity.
7. Leaving children under the age of seven unattended by a parent or authorized adult (see Children's Safety Policy).
8. Soliciting, begging, and selling any items.
9. Distributing or posting any printed materials except through authorized Library Procedures.
10. Entering with inappropriate, suggestive, vulgar, or excessively revealing clothing.
11. Entering with animals, except service animals or those pre-approved for library programs.
12. Bicycles must be left outside The Library in the bicycle rack and skateboards, inline and roller skates must be stowed safely. Skateboarding, bicycle riding and skating are not permitted on Library grounds.
13. Failing to leave the premises promptly at closing time or during an emergency evacuation.

## Appeal and Review

A member whose privileges have been denied may have that decision reviewed by the Board of Trustees by appealing the denial via written request to the Executive Director within fourteen (14) days of the denial of library service.