

## **Wells Branch Community Library District Patron Behavior Policy**

The Wells Branch Community Library encourages people of all ages to visit and use the library. Those using the library and its resources have the right to expect a safe, comfortable environment that supports appropriate library services. Behaviors that reasonably prevent other users from enjoying library services are a violation of this policy.

Public spaces cannot be appropriated for personal or private use by groups or individuals. To ensure equitable availability of space and equipment, patrons are asked not to move furniture or set up elaborate workspaces. Blocking walkways with large groups or items is a violation of fire code.

To maintain a healthy and clean environment for all library users and to protect public resources, the library may restrict access and service for patrons with fleas, lice, wet clothing, or other conditions that could jeopardize the health or cleanliness of library facilities, collections, or users. Shirts and shoes must be worn by those over the age of five (5).

The library, as a public government building, is not an appropriate place for commercial endeavors or private fundraising. Solicitation, canvassing, or surveying is not allowable on library property without the express written permission of the Director or Director's designee. Library staff cannot perform personal favors or tasks that fall outside of job descriptions and/or library training.

The library is not responsible for lost, stolen, or misplaced personal items. Staff will not hold or watch personal items. Patrons may not leave personal items unattended. Unattended items may be removed or discarded.

Service (not support/comfort) animals and animals specifically requested for library programs are the only animals allowed to be brought onto library grounds. Service animals must be under the complete and continual control of the handler.

Smoking or use of alternative tobacco or vapor products is prohibited on library grounds. Intoxication by alcohol or another substance on library property is not allowed.

Children are expected to adhere to the same standards of patron conduct required of adults. Parents are responsible for ensuring the appropriate behavior of their children while in the library. Every child under the age of 8 must have continual supervision (age 16+) on library property. If no supervising adult can be found, the Sheriff will be called to assume custody and ensure safety of the child. Under no circumstances will staff assume responsibility for unattended children, transport them in a vehicle, or accompany them home.

Any behaviors that are disruptive, destructive or endanger the safety of the library, its patrons, staff, or property may result in a warning being issued or a person being asked to leave the library. In the case of a minor, a supervising adult may be asked to escort the child.

The Wells Branch Community Library has a zero tolerance policy concerning harassment. Any type of harassment of any person is unacceptable. Abusive or aggressive language and/or behavior toward the staff or anyone else will not be tolerated. Any person behaving in such a way as to be abusive or threatening will be immediately removed from the library by staff or the Travis County Sheriff.

Any person who commits a criminal act on library property may be immediately and permanently evicted. Criminal acts include but are not limited to a threat or attack upon another person, illegally carrying a weapon, indecent exposure or lewdness, voyeurism or peeping, public intoxication, or any other activity that in the Director's or Director's designee's discretion could cause harm to library property, another person or one's self.

Any person who is asked to leave the library and refuses to do so shall be considered to be trespassing and may be subject to permanent exclusion from the library and/or arrest.

It is neither the responsibility nor the prerogative of any individual patron to enforce this policy. A patron who is concerned about others' adherence to the policy may bring it to the attention of the staff.