



## Patron Code of Conduct

Barrington Public Library (the Library) provides community spaces that are free and open to all. In order to maintain a space that is useable by all, acceptable behavior and reasonably quiet atmosphere shall be required of patrons using the Library so that research, study, browsing, and programs may be conducted without disruption to services.

The following guidelines are expected to be followed at all times in the Library whether you are visiting, studying, or attending a program.

### General Behavior Guidelines

The following actions are unacceptable within the Library:

- Violating any federal, state, or local laws.
- Loud talking, the creation of loud noises, excessive or disruptive conversations, cell phone or video conferencing calls that are disruptive to library patrons or staff, and the loud, disruptive use of music, phone, computer, tablet, or gaming devices.
- Use of alcohol or narcotics. Patrons under the influence of alcohol or narcotics will not be allowed on the Library premises.
- Smoking and the use of electronic or vapor cigarettes, or tobacco products in the library or at less than the minimum distance from outside entrances as prescribed by law.
- Smoking or vaping cannabis in the Library or in any of the surrounding outdoor public spaces pursuant to Town of Barrington Ordinance No. 2022-17, which states that “No person shall smoke or vaporize cannabis in public places, including outdoor common areas, parks, beaches, athletic and recreational facilities, and other public spaces.”
- Use of profane and/or abusive language.
- Physical, verbal, and/or sexual harassment of patrons or staff to include any actions that patrons or staff members perceive to be threatening.
- Weapons of any kind. This does not apply to law enforcement officers or those with concealed carry permits.
- Bringing pets or other animals into the Library, other than service animals needed by people with disabilities as described by the Americans with Disabilities Act (Title III: Public Accommodations-Service Animals) or animals permitted by the Library Director for special programming purposes. **See Animals in the Library Policy.**

- Destruction or theft of any Library property including structure, equipment, furnishings, books, or other materials. Destruction of any kind will be prosecuted under the law.
- Consuming food or drinks in open containers.

The following are expectations set for all patrons using the Library:

- Patrons are expected to wear appropriate clothing while in the library such as shoes.
- Patrons will be respectful of shared spaces and mindful of other patrons.
- Patrons attending programs at the Library or on Library grounds are expected to arrive on time and be respectful of the person leading the program.
- Personal items such as laptops, purses, backpacks, paperwork, etc. should not be left unattended or abandoned for longer than a few minutes. Patrons should not use personal items to save their spot or table if they are leaving the area or building for an extended period of time. Any abandoned items may be collected by Library staff and placed in the Lost and Found. Library staff are not responsible for lost or abandoned items.
- Patrons are expected to keep to public spaces that are open and available during normal library hours. This includes the areas on the first floor, Teen Room, McCullough Children's Room, and gallery spaces.
  - The Trustee Room, Residential Properties Meeting Room, Collis Family Gallery, and Salem Family Auditorium are spaces that require prior reservation/booking for events. They are not impromptu study or meeting spaces. Please see the [Meeting Space Policy](#) for more information about booking these spaces.
- Patrons should leave the area they use as they found it. This includes but is not limited to, returning furniture to proper place, cleaning up trash, returning books to a shelving cart or library staff member, and taking all belongings with them when they leave.
- Patrons are expected to adhere to library hours and vacate the library by closing time. Circulation and Reference services end promptly at closing time.

### **Children in the Library**

The safety of children and families is of the utmost importance to the Library. Therefore, no child under the age of ten (10) shall be left unattended by a caregiver for any period of time within the Library. This includes, but is not limited to, dropping kids off while running errands, leaving a child unattended for story time or other program, and leaving children unattended in the Children's Room while visiting another part of the Library or attending an adult program.

Please refer to the [McCulloch Children's Room Behavior Policy](#) for specific rules pertaining to the Children's Room.

**Failure to Follow Guidelines**

Violations of the policy will result in escalating levels of action, ranging from asking a patron to leave for the remainder of the day to the patron's permanent loss of all library privileges to legal prosecution. The level of action shall be determined on a case-by-case basis and shall be within the sole discretion of the Library Director or his or her designee. Appeals may be made to the Library's Board of Trustees.

*Approved by the Board of Trustees, June 15, 2023*