

## **WILLIAMSTOWN LIBRARY**

### **PATRON RESPONSIBILITY POLICY**

The following are rules and regulations of the Williamstown Library. These are effective July 25 2007 as adopted by the Board of Trustees of the Williamstown Library.

#### **Who May Use the Library**

The library will serve all residents of the community and the public library system area. Service will not be denied or abridged because of religious, racial, social, economic, or political status; or because of mental, emotional, or physical condition; age; or sexual orientation. The library makes every effort to be fully A.D.A. compliant.

#### **Patron Responsibilities and Conduct**

- A. Please turn your cell phone to "vibrate only" mode or turn power off while inside the library. Patrons are asked to step outside the library building to talk on their cell phone.
- B. The library restroom is not to be used for personal grooming/washing.
- C. Patrons are not permitted to use the library for sleeping/napping.
- D. Weapons or instruments/devices that may be used as a weapon are not allowed in the library.
- E. If a patron creates a public nuisance, that patron may be restricted from the Library and from the use of the library facilities at the discretion of the library director. Those who are unwilling to leave or do not leave within a reasonable amount of time, after being instructed to do so by the staff, will be subject to the law.

The use of the library may be denied for due cause. Such cause may be:

- failure to return library materials or to pay penalties
- destruction of library property
- disturbance of other patrons due to objectionable language, odor, or behavior
- illegal, disruptive, or objectionable conduct on library premises including alcohol or drug use, sexually inappropriate behavior, or violent behavior
- violation of any of the above outlined policies

### Young children:

A. The Williamstown Library encourages visits by young children and it is our desire to make this important visit both memorable and enjoyable for the child. Library staff is not expected to assume responsibility for the care of unsupervised children in the library. Therefore, it is library policy that all children under age **ten** must be accompanied by a parent or designated responsible person while in the library. Also, if the young child is attending a library program, we require the parent/responsible person to remain in the library throughout the program.

B. The library staff is not responsible for supervising children left alone when the library is closed but will make attempts to reach a parent or caregiver for immediate pick-up. If a parent cannot be reached within **fifteen minutes** of the closing of the library, the police department will be called to pick up the child. Under no circumstances will a library staff member drive a child home. Parents who habitually leave their child at the library will be fined \$25.00 for every **half hour** that a library staff person must wait with the child.

C. Children of all ages are encouraged to use the library for homework, recreational reading, and program attendance. The library staff realizes that the library will be noisier at busy times and that children by nature can cause more commotion. However, children (whether with parents or not) who are being continually disruptive will be given a warning that he/she must settle down or will be asked to leave the library. If after a second warning the child continues to be disruptive, he/she will be asked to leave the library. If the child needs to contact a parent, they may do so and then wait with a staff person until the parent arrives.