

## **BEHAVIOR POLICY**

### **GENERAL POLICY**

The purpose of this policy is to ensure a safe, orderly, and comfortable atmosphere in which all library patrons can use the library's materials and services most effectively. This policy addresses standards of public behavior in general and is interpreted and enforced by the Library Director and his or her designated staff members. The prohibition of dangerous weapons in the library is addressed in the Dangerous Weapons Policy.

When a patron violates any of the provisions of Rules 1–3 below any security guard, police or peace officer, management-level employee, or designated person-in-charge may immediately suspend the violator for one (1) to thirty (30) days and may recommend further action to the Library Director. The excluded patron may request, in writing, a hearing before the Board, and the Board shall schedule it at its next regularly scheduled meeting following the date of the suspended patron's request.

The Board authorizes employees to call upon local law enforcement as necessary to ensure compliance with the terms of this policy and to sign any complaint or other documentation required for enforcement.

### **GENERAL RULES OF CONDUCT**

General rules of behavior are designed to protect the rights of library patrons, to outline acceptable and appropriate behavior and to preserve library materials and facilities.

Wisconsin Statutes Chapter 43.52 (2) states: "Every public library shall be for the use of the inhabitants of the municipality by which it is established and maintained, subject to such reasonable regulations as the library board prescribes in order to render its use most beneficial to the greatest number. The library board may exclude from use of the public library all persons who willfully violate such regulations."

Rule 1. No patron shall act in such a manner as to unreasonably alarm or disturb any other patron or employee within the library building or upon the library grounds.

Rule 2. No person shall destroy, damage, vandalize or otherwise harm any library material or property, including, without limitation, library books, magazines, materials, furnishings, landscaping, wall hangings, or any other property owned by or in possession of the library; vandalism shall be deemed to have occurred when anyone knowingly tears, marks on, or maliciously renders imperfect or otherwise damages or destroys any library materials or property.

Rule 3. No person shall otherwise violate any statute of the United States, State of Wisconsin, or ordinance of the City of Beloit within the building or upon the grounds of the Beloit Public Library.

## **SAFE CHILD GUIDELINE**

Beloit Public Library welcomes children and families at our facility, but we understand that young children require constant supervision which Library staff is unable to provide. The following is recommended:

- Children ages 8 and younger should be accompanied by a responsible caregiver.
- A responsible caregiver must should be at least twelve (12) years old.
- Caregivers are responsible for the direct supervision and behavior of children in their care while at the Library.

Any child who requires repeated intervention by library staff or who violates the Library's Behavior Policy may be asked to leave the library, and library staff may contact the child's caregiver or the Beloit Police Department.

Staff will assist children left unattended at closing in trying to reach a caregiver. If a caregiver does not arrive within 15 minutes of closing, library staff may contact the Beloit Police Department.

History: Adopted November 2007; Revised November 2011; Revised June 2019