Beloit Public Library
Board Policy

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 officer, or library staff member may immediately suspend the violator for one (1) to thirty (30) days using the Behavior Policy Violation Form 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 for 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."

Patrons are expected to follow all verbal and written directions by staff, including those which pertain to health and safety policies.

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 to its facility. We recognize that young children require constant supervision; however, Library staff are not responsible for supervising children while they are in the Library. The following is recommended:

- Children ages eight (8) years old and younger should be accompanied by a responsible caregiver.
- A responsible caregiver 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.

Guests must use their "walking feet". To provide a safe and enjoyable experience for everyone, running is discouraged

To prevent falls and injuries, riding on shoulders is not allowed.

Shoes are expected to be worn by children ages two (2) and older unless notified otherwise for a specific, library-led event or activity.

Diapers must be changed in the bathroom and properly disposed in the provided trash cans. Please wash hands prior to returning to the Library and/or Discovery PLAYce.

Children and caregivers who require repeated intervention by library staff and/or who violate 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 may assist minors 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. Library staff are not allowed to provide transportation to patrons, regardless of age.

DISCOVERY PLAYce

Exhibits and programs at Discovery PLAYce are designed to support the social and intellectual development of children ages 0-6 and their caregivers. Individuals with disabilities, regardless of age, who will benefit from our exhibits and programs, are also encouraged to interact in the space.

Strollers can be taken throughout the Discovery PLAYce or they can be left in the free, unattended stroller parking area. Beloit Public Library is not responsible for lost or stolen items. All other recreational wheeled devices (wagons, bikes, skate shoes, etc) are prohibited.

Children are prohibited from climbing, jumping, and hanging on exhibits.

Food and drink should be consumed only in designated areas connected to Discovery PLAYce. These areas include Blender Café and the Children's Area.

UNACCOMPANIED ADULT GUIDELINES

The Children's Area and Discovery PLAYce at the Beloit Public Library are intended for the use of preschool, kindergarten, and grade school children, their parents or responsible caregivers, and adults working in a related field with an identified purpose for visiting. Adults and older children with special needs more appropriate to the Children's area and Discovery PLAYce may interact in this space at the discretion of library staff. Adults or older children (high school), individuals older than twelve (12) who are unaccompanied by a child or children in the Children's Area and/or Discovery PLAYce may be questioned by staff and may be asked to use another area of the library.

For the safety and security of children in our space, adults who are in the Children's Area and Discovery PLAYce for the purpose of seeing the space, are welcome to look around at the resources we offer to our youngest patrons but are encouraged not to linger in the general area. Those curious about Discovery PLAYce and offerings are encouraged to inquire with staff.

OVERNIGHT USE OF LIBRARY PROPERTY

Overnight occupancy of Beloit Public Library property is prohibited. No person shall sleep, camp, reside, or otherwise use Library property for overnight accommodations, including in vehicles, campers, recreational vehicles, tents, or on the ground.

Individuals are prohibited from leaving garbage, personal belongings, or other materials on Library property. All individuals are expected to maintain the cleanliness and sanitary condition of Library facilities and grounds.

Library property is monitored by video surveillance. Individuals violating these provisions may be directed to leave the premises and may be banned from Library property. Vehicles parked in violation of this policy may be towed at the owner's expense. The Library may contact the Beloit Police Department to enforce compliance.

Personal property left unattended or abandoned on Library grounds may be removed and disposed of.

History: Adopted November 2007; Revised November 2011; Revised June 2019, Revised November 2023, Revised October 2026