



9 Church Street  
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[www.bloomfieldpubliclibrary.org](http://www.bloomfieldpubliclibrary.org)

## **CODE OF CONDUCT POLICY**

Revised July 25, 2017

The Bloomfield Public Library welcomes everyone to use Library facilities and resources for learning, exploring, reading, studying, writing, sharing, and obtaining information. This Code of Conduct has been instituted in order for Library patrons and staff to operate in a clean, pleasant, and safe environment.

The Library requires that patrons shall be engaged in activities associated with the use of the Library while on Library premises. The Library reserves the right to evict from Library premises and refuse further admission to any individuals, and/or groups who infringe upon the rights of Library staff or patrons in their proper use of Library facilities, or who create disorder on the premises of the Library so as to interfere with the functions for which the Library was designed. Such behaviors include, but are not limited to:

- Disturbing the peace including excessively loud conversations, playing digital materials without headphones, or any behaviors that willfully disrupt the orderly operation of the Library.
- Disruptive use of cell phones. (Placing phones to vibrate/silent mode is recommended.)
- Eating or drinking around library owned computers.
- Running in the Library.
- Bare feet. Shoes or sandals are required.
- Offensive body odor due to poor personal hygiene or overpowering perfume or cologne that causes a nuisance.
- Destroying, defacing, or illegally removing Library materials or property.
- Unauthorized filming, selling, panhandling, or soliciting.
- Use of tobacco, including cigarettes, e-cigarettes, cigars, pipes, vape pens, and smokeless tobacco.
- Bringing pets, except service dogs, into the Library.

### Personal possessions

Patrons should be watchful of personal possessions. The Library is not responsible for lost, damaged, or stolen personal possessions. Unattended belongings may be picked up and stored by Library staff.

### Unattended Children

Parents and caregivers are responsible for monitoring and regulating the behavior and materials borrowing of their children.

Children under the age of 10 may not be left unattended in the Library. For the safety and comfort of children, a responsible adult or caregiver over the age of 14 must remain with their child while they use the Library. Children five and older may attend Library programs without a parent or caregiver; however, the parent or caregiver must remain inside the Library during the program. Unattended children will be asked to call their parents for pick-up. If staff is unable to reach the parents the Ontario County Sheriff's Office will be contacted.

### Inappropriate Use of the Library Building

Patrons shall not use Library meeting room, restrooms or any Library property in ways other than for designated purposes. Library premises may not be used for soliciting, laundering, personal hygiene activities, or sexual activity of any type.

### Violations of Law

Committing or attempting to commit an activity in violation of state, federal or local law, ordinance or regulation is prohibited including vandalism, theft or endangering the safety of others.