

Code	<i>OPS-018</i>	
Policy Title	Patron Code of Conduct Policy	
Category	Operational & Facility Policies (OPS)	
Cross-Reference	OPS-005 Complaints Policy OPS-007 Customer Service Policy OPS-008 Disruptive Behavior, Harassment, and Sexual/Suggestive Misconduct Policy OPS-010 Food Policy OPS-024 Reference and Information Services Policy OPS-026 Unattended Children Policy	Page 44 Page 51 Page 53 Page 60 Page 96 Page 101
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Date Adopted	January 2026	
Date Reviewed	--	

Policy Statement

The Robert R. Jones Public Library strives to provide a welcoming, safe, and inclusive environment where all members of the community can read, learn, and connect. To ensure that every patron has the opportunity to enjoy library resources, programs, and services without disruption, this Code of Conduct outlines the expectations for behavior within the library and on library property.

PROCEDURE

All patrons are expected to:

- Treat others with courtesy, respect, and consideration.
- Comply with all library policies and staff directions.
- Use library materials, equipment, and furniture responsibly.
- Maintain a quiet and comfortable atmosphere appropriate for reading, study, and community use.
- Supervise children in their care and ensure they are following the Code of Conduct.

Prohibited Conduct

The following behaviors are not permitted on library property:

1. **Disruptive Behavior** – Any behavior that interferes with others' use of the library or with staff duties, including shouting, running, or loud conversations.
2. **Harassment or Threats** – Using obscene, abusive, or threatening language or gestures; intimidating or harassing patrons or staff.
3. **Damage or Theft** – Damaging, defacing, or stealing library materials, furniture, or equipment.
4. **Substance Use** – Possession, consumption, or being under the influence of alcohol, cannabis, or illegal drugs.
5. **Weapons** – Possession of weapons or items intended to cause harm, except as permitted by law.
6. **Soliciting or Selling** – Soliciting, panhandling, or distributing materials without prior authorization.
7. **Food and Drink** – Eating meals or consuming beverages that may damage materials or create messes.
8. **Improper Use of Library Spaces** – Sleeping, bathing, washing clothes, or loitering in library restrooms or other areas.
9. **Inappropriate Attire or Hygiene** – Not wearing a shirt or shoes, or having bodily hygiene that disrupts others' use of the library.
10. **Technology Misuse** – Viewing or displaying obscene or illegal material, attempting to bypass filters or security, or using library technology in violation of the Internet Use Policy.
11. **Animals** – Only service animals and animals authorized for library programs are permitted.

Supervision of Children

- Children aged eight years and younger must be continuously supervised by a parent, guardian, or responsible adult (aged 18 or older) at all times.
- Children aged nine to twelve may be left unattended only if the accompanying adult is in the building or the child is attending a Library program. The Library is not responsible for the child during this time.
- Children aged thirteen and older do not need to be accompanied by a parent or adult, but must follow all library behavior and conduct policies.
- The Library is not a childcare facility. Staff cannot assume responsibility for the supervision of unattended minors.
- If children are left at closing, the Coal Valley Police Department may be notified. Up to two library staff members will remain with the child(ren) until the police arrive.
- Violations of this policy may be addressed under the Library's Disruptive Behavior, Harassment, and Sexual/Suggestive Misconduct Policy.

Enforcement

Library staff are authorized to:

- Ask patrons to modify behavior that violates the Code of Conduct.
- Require patrons to leave the premises if behavior does not improve.
- Suspend library privileges for repeated or serious violations.
- Contact law enforcement when necessary to ensure safety or enforce the law.

Commitment to Equity and Respect

The Robert R. Jones Public Library is committed to providing equitable access to services and maintaining a space that respects the dignity of all individuals. Discrimination, harassment, or intimidation based on race, color, national origin, religion, gender, sexual orientation, age, disability, or any other protected status will not be tolerated.