

## **Code of Conduct**

In keeping with the mission of the Grosse Pointe Public Library, users are expected at all times to conduct themselves in an appropriate manner that does not interfere with others or that does not disturb the nature of library programs and services.

In order to provide a safe environment, it is necessary for basic rules of courtesy and responsibility to be followed by library users of all ages:

### **Noise**

- No profanity, loud conversations, or sounds which disrupt library users are permitted
- Courteous use of cell phones is allowed in designated areas

### **Food and Beverage**

- Beverages in covered containers are permitted in the library
- Food is not permitted in the library, other than for library-sponsored programs

### **Drug, Alcohol, Smoking, Vaping**

- Possessing, selling, distributing, or consuming any alcoholic or intoxicating beverage, illegal drug, or drug paraphernalia is prohibited
- Persons who are noticeably intoxicated or noticeably under the influence of a controlled substance are not allowed in the library
- The library is smoke free - smoking/vaping or use of any tobacco products is not allowed

### **Restrooms**

- Misusing the restrooms, including, but not limited to laundering, shaving, hair cutting, bathing, sexual activity, or other inappropriate behavior is prohibited

### **Library Use**

- For the safety of our patrons, no recreational equipment such as bikes, skateboards, rollerblades, etc. are allowed inside the library. Bikes must be secured in designated areas outside the building
- Loitering, lying down, sleeping, blocking aisles, exits or entrances is prohibited
  - Loitering is defined as remaining or wandering in a public place without any observable legitimate reason. A patron exhibiting this type of behavior may be considered loitering.
- The defacement, improper use, or damage to library materials or property is prohibited
- Entering non-public areas is not allowed
- Failure to follow the Library's Internet Use Policy or unauthorized use of the library's network is prohibited
- Remaining in the building after closing hours is prohibited

### **Hygiene and Dress Code**

- Appropriate attire is required for entry and service
- Patrons whose bodily hygiene is offensive to constitute a nuisance to other patrons or library staff may be required to leave the building

- Attending to one's personal hygiene in the common areas of the library or in the bathrooms is not permitted

### **Animals**

- No animals in the library, except for service animals or those participating in library programs

### **Minors in the Library**

- Parents, guardians, and caregivers are responsible for the behavior, safety, checkout choices, computer use, and supervision of their children, regardless of age, while in the Library or on Library property. Library employees are unable to assume the responsibility of supervising any minor.
- Supervision guidelines for children:
  - Ages 9 and under must be within reach of caregiver, age 13 or over, at all times
  - Age 10 and above may be in the library without a caregiver's supervision

### **Laws**

- Violating city ordinances, state or federal laws, temporary orders, specific library policies, including but not limited to: gambling, lewd behavior, soliciting, etc. is prohibited
- Assault – verbal or physical is prohibited
- No weapons, except those permitted by law
- Campaigning, petitioning, interviewing, or survey-taking is not allowed in any library buildings

### **Procedure for Violations of Patron Behavior Policy**

Users who violate these guidelines may, at the discretion of the library staff, be penalized by any one or more of the following actions:

- 1) Violators may be given a verbal reprimand
- 2) Violators may be asked to leave the library building
- 3) Violators (and, if the violator is a minor, the parents or guardians of the violator) may be sent a certified letter warning of revocation of library privileges upon subsequent offenses.
- 4) Violators who have received a letter of warning may be barred from use of the library facilities for one day upon a first subsequent offense, 90 days upon a second subsequent offense, and one year upon a third subsequent offense.

### **Right to Appeal**

Patrons may appeal penalties for Code of Conduct violations in accordance with GPL Right of Appeal Policy.

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