

# Safety and Rules of Conduct

## Safety

The Wynnewood Public Library welcomes the use of its facilities and services to children and adults of all ages, and encourages them to visit often. The library strives to maintain an environment conducive to learning and developing a love of books. However, for their safety and security, children under the age of eight must be accompanied and directly supervised by an adult caregiver. No child under eight may be left unattended in the library at any time. Exceptions can be made on this during programming, at the discretion of library staff. Patrons using computers and accompanied by underage children must keep the children within physical reach at all times. Staff members are not allowed to assume responsibility for any child in the absence of an adult, even for a very short time, nor are the staff responsible for determining if children are leaving the building with the designated caregiver or strangers. The library shall shelve materials in age-appropriate areas, but it is the parents who are responsible for what their children read.

## Patron Behavior

The Wynnewood Public Library adheres to the Library Bill of Rights and maintains that all patrons, regardless of origin, age, background, or views, are free to study, read, and utilize library materials without fear of harassment, intimidation, physical threats, or undue distractions.

In order to protect these rights of the patrons, the following activities will be strictly prohibited in the library:

- Carrying firearms and dangerous weapons of any kind (except armed law enforcement officers)
- Selling, consuming, possessing or being under the influence of alcohol or illegal drugs.
- Any behavior that endangers the safety or health of others
- Violation while in the library of any local, state, or federal law
- Vandalism or deliberate destruction of library materials
- Smoking
- Eating or drinking (except during programs that offer food/drinks)
- Fighting or challenging to fight, running, pushing, shoving, or throwing things.
- Using the restroom for bathing, shampooing or washing laundry.
- Littering
- Entering or being in the library without a shirt, pants or shoes, or with wet clothing.
- Soliciting, conducting surveys, polls or petitions not authorized by the library.
- Entering unauthorized workplaces (front desk area, kitchen, office)
- Using or preparing tobacco products/vape products
- Smoking within 25 feet of entrances, according to state law.
- Leaving children unattended
- Using unauthorized library equipment (fax machine/copier. Staff will do this for you)
- Loud talking or use of abusive language

- Disrupting other patrons in any manner
- Loitering or soliciting
- Pets (with the exception of guide dogs, etc.)
- Talking on a cell phone
- Engaging in acts of indecent exposure or sexual activity of any kind
- Monopolizing library space, equipment, materials, or preventing other from using them
- Damaging, destroying or stealing someone else's property
- Failing to comply with a reasonable staff request

### **Enforcement**

In most cases, the library director or a staff member shall give any patron who violates the library's rules one verbal warning. If the patron ignores the warning he/she may be asked to leave the premises. The staff may contact the Wynnewood Police if deemed advisable. Serious or repeated misconduct may lead to loss of library privileges and/or legal action or criminal prosecution. The patron has the right to appeal the decision to the library director and library board at their next regularly scheduled meeting.

### **Cell Phone Use**

The Wynnewood Public Library seeks to provide an environment conducive to study and research. In order to prevent disturbance due to cell phone usage, library patrons are asked to observe the following: Upon entering the library, cell phones should be turned off or the ringer set to "silent" or "vibrating" mode. If a cell phone must be used, the call may be taken outside the building; anyone receiving a call should immediately put the caller on hold and move outside before continuing the conversation.

Approved by the Library Board 10-24-2022