

Lincoln County Library System Code of Conduct

It is the purpose of the Lincoln County Library System to provide free, open and equal access to ideas and information to all members of the community. To accomplish this purpose, a code of conduct is provided to assist staff, volunteers, and patrons in promoting safe, healthy, and barrier-free access to all the resources and facilities the System has to offer. The code is designed to foster an atmosphere of mutual respect and courtesy and applies to all patrons, volunteers and staff while on library property.

While in the library you are encouraged to:

- ASK the staff for help. Let the staff know when you are unable to find what you need so they can try to get the information for you. This also helps the library know what needs to be added to the collection.
- INFORM the staff if you need accommodation or if assistance is needed for your full use of library services.
- EXPLORE new ideas and interests by participating in library programs.
- BE RESPONSIBLE for the safety, well-being and conduct of children in your care.
- COOPERATE with the requests of library staff.

While in the library, the following is prohibited:

- Entering the building without a shirt or other covering of the upper body or without shoes or other footwear. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other persons shall be required to leave the building.**
- Inappropriate behavior which is unsafe or disturbing to other patrons, volunteers or staff such as loud talking, shouting, screaming, or making other loud noises, pushing, running, shoving, or throwing things.
- Verbally or physically harassing or threatening other patrons, volunteers, or staff. Harassment may include, but is not limited to: initiating unwanted conversation; impeding access to or within the building; or other actions that an individual reasonably perceives to be hostile, threatening, intrusive or offensive.
- Children or other persons in need of supervision may not be abandoned or left unattended in the library.
- Actions which damage library property or the property of others.
- Any behavior which is prohibited by law.
- Sexual misconduct, such as exposure, offensive touching, verbal comments or unwanted sexual advances to patrons, volunteers or staff.

ENGAGING IN PROHIBITED CONDUCT MAY RESULT IN YOUR BEING ASKED TO LEAVE THE LIBRARY, LOSS OF LIBRARY PRIVILEGES, AND/OR CRIMINAL PROSECUTION.

Adopted 11/2013

Amended 12/01/2014

Amended 02/14/2014

**Hygiene Policy Adopted 02/19/2014

