

LIBRARY CODE OF CONDUCT

The **Code of Conduct** governs the use of Ontario City Library facilities. The purpose of the Code is to ensure that all patrons of Ontario City Library facilities have access to and use of library facilities in a quiet, orderly, peaceful and safe atmosphere, unhindered and undisturbed by the disruptive actions and behavior of others. The Library supports the rights of customers to be actively engaged in using Library services or materials. Library staff is empowered to stop any activity which they consider harmful to the safety, well-being and security of customers and staff or to the operations and facilities of Ontario City Library.

A person engaged in any illegal activity inside or on library premises will be immediately reported to the police and/or expelled.

A person engaged in the following behaviors, when such behaviors threaten the quiet, orderly, peaceful, and safe atmosphere of the Ontario City Library facilities, will be asked to stop the behavior and may be asked to leave the library and/or have privileges suspended:

- Engaging in disorderly conduct, harassment of patrons or staff, conversations that create unwelcome noise, or other disruptive behavior.
- Eating meals in the library unless authorized by library staff. Small, packaged snacks are permitted except for these areas: Model Colony History Room, at public computers, Lightspeed Makerspace.
- Having beverages without lids or in open cups. Beverages with lids are allowed in the library except for the Model Colony History Room. Only bottled water is allowed in the Model Colony History Room.
- Making use of the restrooms for any purpose for which they were not intended.
- Extended sleeping in the library, snoring, laying down on the floor or furniture.
- Misuse of library furniture or equipment.
- Failing to maintain control over personal belongings; it is your responsibility to watch over your personal items.
- Blocking or interfering with free passage or creating a hazard.
- Bringing containers, packages, briefcases, parcels, bundles, or wheeled-carts into the library which singly or collectively exceed 24" x 14" x 12".
- Playing music or video aloud or playing musical instruments. Musical instruments are allowed but must not be played without the consent of the library staff and must not obstruct aisles or monopolize space. Earphones are required to listen to music or video on personal devices.
- Bringing in unsanitary items. Items deemed unsanitary by the senior library staff will not be permitted inside library buildings.
- Bringing bicycles, shopping carts, or other large-wheeled conveyances inside library buildings. Wheelchairs, strollers, and mobility devices are only permitted if being used as transportation for, or as a mobility device by, an adult or child. Skates, skateboards, collapsible scooters, hover boards, and other similar devices must be carried while on library property. Bicycles should be stored outside in designated bicycle racks.
- Entering or remaining in the Library barefoot or shirtless, or with poor bodily hygiene per California Penal Code Section 370.
- Bringing in animals, other than certified assistive animals.
- Not following library's internet policy, tampering with or misuse of library computers or makerspace equipment.

Minors who are unable to follow the code of conduct and safely supervise themselves may be asked to bring a parent or guardian for future visits.

Failure to comply with the **Code of Conduct** of the Ontario City Library may result in suspension of privileges and/or temporary or permanent expulsion from the Library, in accordance with Section 5-32.04 of the Ontario Municipal Code. The Ontario City Library **Expulsion Policy** provides for a limited right of review or appeal of decisions made by Library staff under these rules. See the **Expulsion Policy** for details, which is incorporated as part of this Code of Conduct.

Adopted by Ontario City Library Board of Trustees, February 2022

02/24/2022

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