
Township of Uxbridge Public Library
POLICY STATEMENTS AND PRACTICES

POLICY NO.: A-15 Code of Conduct

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OBJECTIVE: To outline the Code of Conduct for Library Users.

DATE OF APPROVAL: May 21, 2015

MOTION: 15-28

DATE OF AMENDMENT AND MOTION:

Policy Statement

The Uxbridge and Zephyr Public Libraries are committed to creating and maintaining a safe, positive and quality environment where we treat each other with respect and courtesy.

At the Uxbridge Public library everyone's conduct will be:

- Mutually respectful
- Responsible
- Law-abiding
- Considerate of library property

Everyone is expected to:

- Attend to and supervise children in their care
- Attend to personal belongings
- Dress appropriately, including wearing shoes and shirts at all times
- Use library furniture, equipment and property properly and only for the usual and intended purposes
- Use washrooms only for their intended purposes

Examples of behaviour that is NOT permitted include:

- Threatening, abusive, harassing language, behaviour or actions
- Actions or behaviour that damage library property
- Being under the influence of alcohol or illegal substances

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- Selling, using, or possessing alcohol or illegal substances
- Damage or theft of library property
- Vandalism or graffiti
- Photographing or filming without prior approval from a staff member
- Petitioning, posting of flyers, soliciting or engaging in commercial activity unless authorized by the CEO/Chief Librarian
- Smoking on library property

Animals are only welcome in the library if they are either:

- A registered service animal at work OR
- Participating in a library program organized to accommodate them

Authority of the Staff

All Library staff have the authority to both enforce and make exceptions to library rules, in a manner which ensures the overall comfort and safety requirements of the Library, its users, and its staff.

If the library user does not follow the above guidelines, library staff will, whenever possible, warn those users that their behaviour is unacceptable.

If no proper response is made, that library user will be asked to leave the library in accordance with the Trespass to Property Act (RSO 1980).

If that patron will not leave or the behaviour is repeated, staff have the authority to set the consequences which may include, but is not limited to, suspension of library use and services, a fine, or calling the police.

These rules have been approved by the Uxbridge Public library Board on May 21, 2015 under Section 23(4) of the Public libraries Act, R SO. 1990, chapter P.44.

Alternate formats are available upon request. Please talk to Library staff.