

SHEPHERDSTOWN PUBLIC LIBRARY CODE OF BEHAVIOR

It is the policy of the Shepherdstown Public Library that all necessary steps are taken to assure patrons, staff and library volunteers that they will find the facilities of the library to be peaceful, comfortable and safe places in which to read, study, browse or do research. To implement this policy the following Code of Behavior is adopted and shall remain in force until modified by the Library Commission.

1. Respect for the rights of other library users shall prevail at all times.
2. All library materials shall be charged out and returned or renewed on time.
3. Disruptive behavior is prohibited, including but not limited to:
 - Physical action or the threat of such action that could cause injury to patrons or staff, or damage to library property.
 - Verbal abuse or sexual harassment toward patrons and /or staff.
 - Obscene language.
 - Loud speaking or noise that is disruptive to others.
 - Disregard of the guidelines for use of any of the Library's resources, e.g. Internet, reference books, etc.
 - Commission of any offense that would constitute a misdemeanor or felony under local, Jefferson County, State or Federal law is prohibited.
 - Cell phones may not be used in the Library.
4. Individuals entering the library must wear a shirt and shoes.
5. Pets may not be brought into the building, excepting service dogs and/or for special events.
6. Smoking is not permitted in the building or within 25 feet of the entrance to the building.
7. Library staff is not responsible for personal belongings such as book bags, briefcases, purses, etc...left unattended in the library.

In the event of a violation of the Code of Behavior, the consequences may be in the form of a warning or a request to leave the building, or a call to the police or other legal action as, in each instance, seems appropriate. Depending on the seriousness of the violation or repeated violation of one of the above a patron may be banned from using the library on a temporary or permanent basis by any staff member on duty.