

RIVERDALE PUBLIC LIBRARY DISTRICT BEHAVIOR POLICY

The Riverdale Public Library District's Behavior Policy exists to protect the rights and safety of library patrons and staff, and to preserve the library's materials, facilities, and property.

The Riverdale Public Library District is governed by a Board of Trustees and Illinois Library Law. These laws authorize the Library Board of Trustees the right to establish rules and regulations of conduct for public use of the library and to prohibit certain kinds of conduct within the library and on library property.

The Riverdale Public Library District is open to all members of the public. Patrons are expected to observe the rights of the patrons and staff members and to use the library for its intended purposes. Through the authority of the Board of Trustees, library staff members will determine inappropriate behavior and actions and will take immediate action, which vary depending on severity but can range from a warning to loss of library privileges.

Patrons Shall:

- a) Engage in activities associated with the use of the RPLD. Patrons who are not reading, studying, engaging in quiet contemplation, using Library materials, using Library services or participating in Library-sponsored programs may be required to leave the building to allow us to better serve patrons who wish to do the above.
- b) Respect the rights of other patrons and staff.
- c) Not harass or annoy others through noisy or distracting behavior. This includes but is not limited to staring at patrons with the intent to disrupt, using audio devices at a volume to become distracting, speaking, humming, singing or making other noises loud enough to disrupt others.
- d) Not use library staff to deliver messages to other patrons.

While on RPLD property, Patrons shall not:

- a) Have in their possession weapons or illegal substances or be under the visible influence of intoxicants.
- b) Perpetrate assault- make the attempt or express the ability to commit a violent injury on another person or to offer the perception of bodily harm using force or violent behavior toward another person.
- c) Attempt battery- actual, intentional and unlawful touching or striking of another person against their will.
- d) Become verbally aggressive- use intimidation, threats, profanity, slurs, inappropriate language or insulting of another person.
- e) Consume, use tobacco, vape or alcohol within the library. Smoking is not allowed within 15 feet of any library entrance by law.
- f) Rearrange Library furniture, equipment or seating without express permission by library staff.
- g) Engage in any illegal activity while in the Library building or on Library grounds.
- h) Interfere with other patrons in the use of the Library or the Library staff in the performance of their duties.

- i) Engage in the destruction or vandalism of library property. Patrons may not deface or mar Library property through permanent or semi-permanent means.
- j) Enter the library without a shirt or shoes. Patrons shall exhibit dress and grooming that is in accordance with health and safety regulations. Customers whose bodily hygiene is offensive to the point of disruption of services shall be required to leave the building until their hygiene is remedied.
- k) Bring pets or animals into the library excluding animals specifically trained and legally certified for support purposes.
- l) Allow children 9 and under to be in the library without a care-giver aged 14 years old or over.
- m) Climb, run, jump or engage in other physical activities which may endanger themselves or other patrons and staff.
- n) Engage in excessive and/or lewd displays of affection
- o) Solicit, petition or panhandle on library property without express permission of the library director.
- p) Enter any area which is marked as Staff-Only.

While on Library property, patrons shall follow these rules regarding personal property:

- a) Food is not allowed to be brought into the library and is not to be consumed inside the building except for inside the meeting room. Food consumption within the meeting room will only be allowed with the express permission of library staff.
- b) Personal items must not block easy access or use of the library and must be watched or attended. Personal items which are left unattended after one hour will be claimed by the library. Lost items will be returned on request, provided that patrons can clearly prove the item in question belongs to them.

Any patron who does not abide by the above policies or any other policies of the Library will be warned by staff or required by staff to leave the library premises. Serious or continuous violations of Library policy may result in the suspension of Library privileges for a time as set by the Library Director according to the severity of the infraction. Library suspensions for longer than three months must be approved by the Board of Trustees. Computer use violations are governed specifically by the policy for computer use.

Notice for suspensions of library privileges will either be provided to patrons in person or via mail, if the address is known. The reason for suspension and appeal process will be provided on said notice.

Library suspensions will include documentation and an incident report to support them. These will be provided to the Board for any library suspension which is to be established for longer than one year and must be ratified if the ban is to be longer. These will also be provided if the patron wishes to appeal their suspension. The board will rule regarding bans longer than three months or bans which are challenged and may set stipulations for the patron to abide by for the use of library services.