

Camarillo Public Library
LIBRARY CODE OF CONDUCT
Adopted December 8, 2010

PURPOSE

The purpose of this policy is to outline standards of conduct expected of persons using the Camarillo Public Library and the administrative processes to be used when those standards are violated.

POLICY

The Camarillo Public Library is open to the general public. This policy ensures that everyone has the right to use library services and resources provided his or her behavior does not unreasonably interfere with the rights of others to do the same. This policy requires the following specific behaviors be observed in the library:

- Behavior must not disrupt other people's use of the library.
- Library patrons must be considerate of others in the library and treat other patrons and staff with courtesy and respect, honor other patrons' privacy and keep all conversations quiet.
- Any action recognized as illegal is prohibited in the library.
- Cell phones must be set to mute or vibrate in the library.
- Food and beverages may only be consumed in designated areas.
- If a person creates or emanates a detectable odor that disturbs other library patrons or staff, they will be asked to leave until the situation is corrected.
- Bicycles, skates, skateboards, collapsible scooters and other such items may not be used in library entryways or walkways and must be kept out of passageways.
- Smoking or use of tobacco products is not allowed in the library or on the patio in front of the library.
- The consumption of alcohol is prohibited on the premises except for special events that have obtained appropriate City approvals.
- Shopping carts are not allowed in the library.
- Animals are not allowed in the library, except those needed to assist disabled people.
- Library restrooms may not be used for bathing or washing clothing.

- Shoes must be worn in the library.

RULES FOR SUPERVISION OF MINORS

Parents, caregivers and teachers are responsible for the behavior of children under their supervision. Children under the age of 9 must be accompanied by a parent or responsible caregiver 12 years old or older. A responsible adult must directly accompany preschool children at all times. Library staff cannot assume responsibility for children at any time. If an unattended child is in the library at closing time, police will be notified and asked to pick up the child. Library staff are not permitted to offer the child transportation home.

STAFF PROCEDURES WHEN PATRONS VIOLATE THE CODE OF CONDUCT

It is unlawful for any person to fail to obey a directive from library personnel to cease and desist from the violation of any regulation, statute, or ordinance applicable to the use of the library.

If a patron exhibits behavior that violates the code of conduct, library staff will first inform the patron regarding the library's code of conduct and seek voluntary compliance. If the patron continues to act in ways that violate the disruptive use policy and the code of conduct, the staff can require that the patron leave the library. The police may be called in to assist as needed.

The Library Director has the authority to restrict patron access to the library for extended periods upon written notice to the patron.