



## Henderson County Public Library Library Behavior Policy

The Henderson County Public Library is responsible for establishing rules of conduct to protect the rights and safety of library patrons, volunteers, and staff, and for preserving and protecting the library's materials, equipment, facilities, and grounds.

Enforcement of this policy will be conducted in a fair and reasonable manner. Depending on the severity of the offense, the Library will institute discipline ranging from verbal warning, through denial of specific privileges (such as use of computers), and finally to denial of right to use the Library. If necessary, local law enforcement may be called. Repeated incidents of bad behavior or single incidents of illegal behavior may result in permanent banishment from library property.

Any behavior that is disruptive to library use is prohibited.

This list provides examples only and is not exhaustive or exclusive.

- Any activity in violation of federal, state, or local law
- Disorderly or disruptive conduct
- Use of threatening or abusive language or behavior
- Selling or using alcohol and/or illegal drugs
- Solicitation of any type
- Stealing, damaging, altering, or inappropriately using library property
- Smoking or the use of chewing tobacco or similar products, including electronic cigarettes in the buildings or outside anywhere on the grounds of the Library
- No drinks or food is allowed in the Computer Lab
- Appropriate apparel, including footwear, must be worn in the library
- Offensive body odors
- Animals of any kind, with the exception of assistive animals

### Procedure

A patron in breach of the above policy may be approached by any supervisor of the library and asked to cease the behavior.

If a patron refuses to cooperate, a supervisor will advise him or her that the behavior must cease or he or she will be asked to leave the library.

On the third warning, the patron may be asked to leave the facilities and grounds by a library supervisor. If the patron refuses to modify his or her behavior or leave the library, the supervisor should call the Henderson City Police Department at 270-831-1295, or in the event of an

emergency or criminal activity at 911, and ask for assistance. Library staff must not ever touch a problem patron. A supervisor should file an Incident Report with the library director any time he or she issues a third warning to a patron for inappropriate behavior or calls the police. The report should be filed no later than the end of the staff member's shift in which the incident occurred.

If someone is observed or reported to be committing an illegal act, a supervisor should call the police immediately.

Repeated incidents of bad behavior or single incidents of illegal behavior may result in permanent banishment from library property.

Adopted by the Henderson County Public Library Board of Trustees July 10, 2014  
Reviewed and amended July 13, 2017