

Sandwich Public Library District

Patron Conduct Policy

Approved March 10, 2015

January 14, 2014



The Board of Trustees expects patrons to conduct themselves in a manner respectful to other patrons, staff members and library property and to comply with library policies.

Patrons Shall:

- engage in activities associated with the use of a public library and, in particular, the mission of the Sandwich Public Library District
- respect the rights of other patrons and staff members.

Patrons Shall Not:

- consume food or beverages, use audio equipment so loudly as to disturb patrons or staff, smoke or use tobacco products or light flammables.
- be under the influence of alcohol or drugs.
- engage in any illegal activity while in the library or on library property.
- interfere with use of the library by other patrons or interfere with staff members' performance of their duties.
- deface, mar or damage library materials, building or property.
- enter the building without shirt or shoes or in inappropriate attire (e.g., wet swimming suits).
- bring pets or animals into the library, other than guide or assistance dogs for the physically challenged.
- wear roller blades, roller skates or the like in the building.
- talk on cellular phones in the building, other than in the foyer.
- enter areas designated for staff members only.
- harass or annoy others through noisy or boisterous activities, through following another person about the building.
- sound the fire alarms without cause.
- exhibit offensive bodily hygiene that disrupts other patrons' or staff's use of library materials or facilities.
- attempt to peddle nor solicit on library grounds

Certain areas of the Library are designated Youth Services areas. Attendance in these designated areas is restricted to minors and adults in the company of minors. Adults not accompanied by minors will be asked to move to a non-Youth Services area of the Library. Library staff reserve the right to make exceptions to this policy for teachers, education students, visiting librarians and library science students.

Illinois statutes (75 ILCS 5/4-7.11) empower the Board of Trustees, "To exclude from use of the library any person who willfully violates the rules prescribed by the Board".