

Purpose

West Perth Public Library is committed to providing an atmosphere that makes visiting the Library a positive experience for everyone, and has established this Code of Conduct to ensure that this occurs.

Responsibility

It is the expectation that everyone's conduct will be:

- Respectful of all patrons, visitors, staff and volunteers;
- Careful and considerate of library property;
- Law-abiding;
- Responsible.

Everyone is expected to:

- Attend to and supervise children in their care;
- Safeguard all personal belongings on library property;
- Dress appropriately for indoor public spaces—such as footwear and clothing covering the torso—for hygiene and safety reasons;
- Use library furniture, equipment and resources with care and only for their intended purposes;
- Remove library materials from the Library only after they have been processed at the service desk and authorization has been obtained;
- Comply with library staff requests or instructions to ensure a safe and respectful space;
- Leave library spaces in the same condition in which they were found;
- Use the Library's public internet computers and other digital resources in accordance with the *Use of Technology* policy.

Unacceptable behaviours include:

- Illegal activities;
- Offensive, inappropriate behaviour, the use of coarse language, or noise sufficient to disrupt others' enjoyment of the Library;

- Food, beverage, or substance consumption causing health and safety issues due to allergens, strong odours, littering, intoxication, contamination or damage to library property;
- Entering non-public areas;
- The use of wheeled devices inside the Library that are neither accessibility-related nor required for personal or child care;
- Bringing animals, other than service animals, into the library building;
- Photographing or filming in the Library without staff and individuals' permission;
- Solicitation, canvassing, selling or distribution of promotional materials, petitions, political or faith-based information, or other articles;
- Proselytizing on political, social and/or religious beliefs;
- Damaging library resources.

These regulations apply to all library users, visitors, staff and volunteers.

Consequences of not following the Code of Conduct

It is the responsibility of library employees to ensure that library policies are followed. Employees make every effort to apply these policies in a fair, consistent, and positive manner for the benefit of all. Staff will advise patrons of appropriate conduct, as required, and state consequences for not following policies if unacceptable behaviour continues.

Anyone who fails to comply with the Code of Conduct policy may have their library privileges suspended, be banned from the Library for a period of time, be required to pay for losses or damages, and/or be prosecuted under the law.

Related Documents:

West Perth Public Library Policy. *Accessibility.*

West Perth Public Library Policy. *Community Information and Displays.*

West Perth Public Library Policy. *Use of Technology.*

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