

Code of Conduct

Purpose

The Fairfield Public Library System strives to provide the highest level of service to all patrons. The following Code of Conduct has been adopted by the Library Board of Trustees to protect the right of all library patrons and staff to enjoy a safe environment, conducive to the use and enjoyment of library materials and services.

Please Respect Others and Respect the Space

We encourage all patrons to consider the Library as a safe and welcoming environment. Please be mindful of other patrons as they enjoy the Library. Behavior that interferes with Library employees in the performance of their duties is prohibited.

No Distractions or Disturbances

Please respect other patrons and behave in a way that does not disturb other patrons or staff in the Library. Please keep loud talking, music, cell phone and other PDA use to a minimum level. Use of a cell phone in those areas of the Library designated by signage as a “cell phone free zone” is not allowed. (CT General Statute 53a-181a, “Creating a Public Disturbance”).

No smoking; No alcohol; No weapons; No drugs

- Alcohol use is not permitted unless it is provided at a library-sanctioned event.
- Individuals who are intoxicated are not allowed.
- Smoking in the Library is not allowed.
- Possession of weapons or illegal drugs is not allowed.

The following behaviors are not tolerated:

- Fighting or threatening behavior;
- Abusive or obscene language or gestures;
- Harassment, including staring, leering or following people in the Library or on Library grounds;
- Poor hygiene resulting in body odor that is offensive to other patrons or staff
- Lack of proper attire, including shirts and shoes.
(Refer to CT General Statute 53a-181a, “Creating a Public Disturbance”).

Children

- For further guidelines concerning parental supervision please see the Unattended Child Policy.
- For the prevention of food allergy reactions food and drink brought in by the public is not allowed in Childrens’ Services.

Proper use of Library Facilities and Equipment

- Vandalizing or theft of Library materials, equipment, facilities or other patrons’ belongings is not tolerated. (Refer to CT General Statute 53a-116, Criminal Mischief).

- Loitering aimlessly, evidenced by not reading, studying attending a program, or using the Library's computers or materials is not allowed.
- Improper use of public restrooms, including bathing, shaving and washing clothes is not allowed.
- Your personal belongings are your responsibility; do not leave them unattended.
- Sleeping in the Library or using the furniture as a footrest is not allowed.
- Entering nonpublic areas, such as staff work rooms, offices and storage areas is not permitted.
- Blocking stack areas with back packs or other items is not allowed.
- The use of skateboards, rollerblades, bicycles or other sports paraphernalia is not allowed in the Library.
- Skateboarding and rollerblading are not allowed on Library grounds.

No Solicitation

Solicitation, sales, recruitment, distribution of unauthorized materials or requests for donation are not permitted. Materials for public bulletin boards must be submitted to the circulation desk for review.

Animals

Animals are not allowed in the Library, except for registered service animals and Library-sanctioned programs.

Enforcement

- Anyone engaging in criminal activities or in violation of the Town's Municipal Code or the CT State Statutes will be handled by the local police.
 - Appropriate action would include dialing 911 immediately if there is an immediate threat to personal safety.
 - Individuals engaging in illegal activities or considered to be a threat to library patrons or staff will be handled by the police
- Staff will take appropriate action when observing or being informed of disturbing or unacceptable behavior in the Library.
- Each complaint will be evaluated on a case-by-case basis by Library staff to determine the appropriate course of action.
- Violation of this code of conduct may result in suspension of library privileges for a period of time to be determined by the Town Librarian or designate.
- Multiple violations may result in permanent termination of library privileges by the Town Librarian or designate.
- Patrons may request an appointment with the Town Librarian to discuss and /or appeal such loss of privileges.

Amendment

The Library Board of Trustees reserves the right to amend the Code of Conduct at any time.

Approved by the Library Board of Trustees December 2010