

HAMMOND PUBLIC LIBRARY
Hammond, Indiana

BP-8030 PATRON & STAFF CONDUCT

In order to provide the best service possible in an inviting environment, the following code of conduct will be followed. Access to the Library is a privilege granted by the Library to all on condition that the following rules and regulations are complied with.

1. Library patrons who are not engaged in activities associated with the intended use of a public library will be asked to leave the premises; or, when appropriate, will be subject to arrest (IC 35-43-2-2). Appropriate activities include reading, studying and using library materials, use of library computers, participation in library programs, and attending approved community activities in library meeting rooms.
2. Children under the age of seven must be under the direct supervision of a person at least 14 years old. There should be no children under the age of 14 on the second floor of Main Library unless they are accompanied by their parents or have special permission from Youth Services.
3. The following are not permitted on library property:
 - a. Weapons except those carried by law enforcement officers
 - b. Use or possession of alcohol or illegal substances
 - c. Abusive, threatening or obscene language
 - d. Eating and drinking except in designated areas and designated times
 - e. Smoking except in designated outdoor area
 - f. Any form of sexual misconduct, including exposure, offensive touching or harassment of other patrons or staff
 - g. In person solicitation of alms, contributions, and money
 - h. Gambling, sleeping, fighting or any conduct which disrupts or interferes with use of the library facility.
4. Patrons shall respect the rights of other patrons and shall not harass or annoy others through noisy or boisterous activities, by staring at another person with the intent to annoy that person, by following another person about the building with the intent to annoy that person, by playing audio equipment so that others can hear it, by carrying on cell phone conversations, by singing, or by behaving in a manner which reasonably can be expected to disturb other persons.
5. Patrons shall not interfere with the use of the Library by other patrons, or interfere with Library employees' performance of their duties.
6. Patrons shall not be permitted to enter the building without a shirt or other covering of their upper bodies or without shoes or other footwear. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other persons shall be required to leave the building.
7. Theft, damage or destruction of Library property is a crime and will be prosecuted. A patron's use of the library shall constitute an authorization from the patron to library staff to search sacks, and bags in the possession of such patron when staff has reason to believe that such patron is concealing library materials that have not been checked out. If refused, staff does not insist but reports the incident to a supervisor.
8. Violation of the Library's guidelines for Public Computing Resources (AR #5701) will result in revocation of library privileges.