



Belleville
Public Library &
John M. Parrott Art Gallery

LIBRARY POLICY

Policy Title: RULES OF CONDUCT

Policy Type: Board - Operational

Date of Last Review: February 2019

Approved: 18 May 2010

Policy Number: BPL001

The Belleville Public Library and John M. Parrott Art Gallery strives to provide everyone with fair and equitable access to a wide range of library services in a welcoming environment that is free from discrimination and harassment. Everyone has the right to equal treatment with respect to the access and use of the Library's services and facilities without discrimination or harassment on the basis of sex, sexual orientation, race, colour, ethnic origin, creed and all other grounds set out in the Ontario *Human Rights Code*.

Discrimination and harassment will not be tolerated under any circumstances. These rules are intended to prevent such conduct and to ensure the dignity and safety of all and to maintain the security of library property without disruption to library services.

Staff make every effort to apply these rules in a fair and positive manner for the benefit of all. We ask your cooperation in maintaining a welcoming environment conducive to study and enjoyable use of the Library.

1. Threatening, abusive, discriminatory or harassing language or conduct of any kind is not allowed.
2. Damage, misuse, or theft of library materials, equipment and property is not allowed. Interfering with the designated use of computers and networks is also not allowed.
3. Disruptive or intrusive behaviour is not allowed.
4. Members of the public may not make requests for service based on prohibited grounds of discrimination under the Human Rights Code.
5. Children requiring supervision must not be left unattended on library premises.
6. Members of the public may use only authorized entrances and exits and are not allowed in "Staff Only" areas without permission.
7. Members of the public must open all bags, books and papers for inspection if requested by staff.
8. Library materials not yet checked out may not be taken into washrooms.
9. Posting notices, distributing circulars or petitions, soliciting or engaging in any commercial activity on library property must not be conducted without prior written approval of the Library.
10. Photographing, filming or video recording on library property must not be conducted without prior written approval of the Library.

11. Members of the public must wear shirts and shoes and other appropriate attire. Use of sports equipment is not allowed on library property.
12. Eating and drinking may be restricted to designated areas at the request of staff.
13. Animals are not permitted in library buildings, except in authorized programs or when needed to assist a person with a disability.
14. The use of illegal drugs, cannabis or alcohol is not permitted on Library property. Members of the public must not enter the library while intoxicated or under the influence of any illegal substance.
15. The use of e-cigarettes, vaporizers, or the smoking of cigarettes or cannabis is not permitted in the Library or within 9 metres of any entrance.
16. Weapons of any kind are not permitted on Library property.

Any behaviour that does not support a welcoming environment and/or violates the Rules of Conduct may result in cost-recovery charges, suspension of library privileges, exclusion from the Library and prosecution. These rules have been approved by the Belleville Public Library Board.

Approved by Belleville Public Library Board 19 February 2019

Signature of Chief Executive Officer:



Date: 26 February 2019

Signature of Board Chair:



Date: 26 February 2019