

### Acceptable Behavior

The Goodnow Library encourages persons of all ages to use its facilities and resources for research, reference, study, reading, and browsing. Good public service requires that the library environment be conducive to study, reading, and research. This necessitates the willingness of all library users to be considerate of the rights of others to work safely and undisturbed. To ensure that such an environment exists, the library has established guidelines for behavior in library facilities.

1. Patrons should at all times be aware that they are in a shared, public space. This means that conversation, including cell phone conversation, must be carried on at a level that does not disturb or interfere with other patrons.
2. Parents and caregivers are responsible for the supervision of their children. Please see the Safety for Children policy for additional information.
3. The Library Director or his/her designee will use their own discretion in instances when an individual with a disability is not able to conform to the Acceptable Behavior Policy and needs additional accommodation.
4. The following activities are inappropriate to the library setting and are prohibited in the Goodnow Library or on its grounds:
  - a. Smoking (Mass. General Laws Ch.270, Sec. 22) or any other use of tobacco products. This includes, but is not limited to, electronic cigarettes (or e-cigarettes), electronic vaping devices, personal vaporizers (PV), or electronic nicotine delivery systems (ENDS) which simulate tobacco smoking.
  - b. Creating a disturbance by making noise, talking loudly, or engaging in other disruptive conduct. (MGL, CH.272, Sec. 41)
  - c. Interfering with another person's right to use the library or with the library staff's performance of their duties.
  - d. Threatening behavior including, but not limited to violence, threats of violence, and possession of weapons. (MGL, CH.272, Sec. 10)
  - e. Bringing animals into the library except those needed to assist persons with disabilities. (MGL, CH.272, Sec. 98A)
  - f. Playing audio equipment so that others can hear it.
  - g. Soliciting or canvassing of any kind, except for ballot question petitions and nomination papers. (See Policy 4-13, Petitions and Nomination Papers.)
  - h. Entering areas posted "Staff Only" without permission.
  - i. Leaving a child under the age of ten unattended in the library.
  - j. Defacing library materials or property. Those who damage or deface library materials or property may be prosecuted (MGL, Ch. 266, Sec. 100) Parents may be held liable for damage done by a child under 18. (14GL, Ch. 231, Sec. 85G)
  - k. Theft of library materials, use of false identification to obtain a library card, or use of another person's library card without permission is against state law and may be prosecuted. (MGL CH. 266, Sec. 99) Persons who trigger library theft detection systems may be required to open any bags or pocketbooks for inspection.
  - l. Children under the age of ten riding the elevator unaccompanied.

- m. Wearing roller skates/blades in the library
  - n. Bringing bicycles or skateboards inside the building, or using them on the outdoor stairs or walkways.
5. Shirts and shoes must be worn in the library.
  6. Patrons are responsible for gathering their belongings and must leave promptly at closing time.
  7. Patrons must provide their own transportation; under no circumstances may staff be asked for or give rides to patrons.
  8. Failure to comply with one or more of the library's policies may result in suspension of library privileges.