

RUSSELL LIBRARY CODE OF CONDUCT

Welcome to the Russell Library. Please help us keep the Library a place where all may read or work in comfort.

The following are not permitted:

- Soliciting or petitioning
- Disorderly or disruptive behavior
- Abusive language
- Smoking, vaping, or drinking alcoholic beverages
- Consuming food and drink, unless in designated areas
- Bringing in pets, except credentialed service animals
- Leaving children under age 12 unattended
- Operating a private business
- Inappropriate use of electronic information resources
- Creating an unsafe or unsanitary environment

Violation of any of these guidelines may subject the individual(s) involved to exclusion from the Library.

Disciplinary Procedure:

1. Patrons will first be notified that their behavior violates the Library's Code of Conduct, as well as the disciplinary consequences of such behavior.
2. Upon continued violation, patrons will be given a second verbal warning to discontinue the behavior.
3. After the second verbal warning, patrons shall be required to leave the Library for the remainder of Library business hours or, for more serious violations, for a longer period of time, after consultation with the Middletown Police Department or other public safety authority.

Exceptions to the 3-step disciplinary process may be made, depending on the severity of the offense.

Patrons who are disciplined in the above manner by Library staff shall have the opportunity to appeal the disciplinary action to the Library Director within 5 days of the disciplinary action.