

## VALATIE FREE LIBRARY PATRON CODE OF CONDUCT

Patrons are asked to be considerate of other adults and children in the library. This involves:

- using cell phones outside when there are other patrons present in the library
- lowering volume on computers or using their own headphones
- conversing in moderate tone of voice
- avoiding confrontational conversation with others

Unless given permission by the Director, patrons may not videotape (or record in any manner) library activities in our buildings or any buildings we are using for functions. These events include but are not limited to:

- daily duties and functions performed by staff
- patron use and activities
- any adult programs
- **ANY CHILDREN'S PROGRAMS. Permission would only be granted for this if all the parents of all the children agreed and signed a permission form.**

If a patron violates this video or audio taping restriction, he/she will be asked to turn off the recording equipment. If compliance with this request is not immediate, the patron will be asked to leave the library. If necessary, we will contact the police. Personal privacy and especially the privacy of children is guaranteed by law, and this privacy must not be violated in the Valatie Free Library.

Children are asked to demonstrate appropriate behavior by:

- speaking quietly
- not arguing with others
- walking in the building
- not eating or drinking in the building unless refreshments are served in a program or by Library staff or Tutor
- asking a staff member to re-shelve a book if they are unsure of its location
- following policies governing computer, internet and wireless use

While we encourage parents to bring even their youngest children to the library, we do realize that some adult patrons might be disturbed if the children are crying. We ask that parents monitor the behavior of their children and, if needed, give them a "time out" outside the building.

The following conduct is prohibited:

Bringing animals or pets into the library except those required to assist persons with disabilities or those involved in library programs.

Approved by the Valatie Free Library Board: 2/6/2017

Amended and Approved by the Valatie Free Library Board: 2/15/2021