



SCUGOG MEMORIAL PUBLIC LIBRARY

POLICY TYPE / NUMBER:	ADMINISTRATIVE 'A02'		
POLICY TITLE:	Code of Conduct		
AUTHORITY / CREATED:	CEO	May 15, 2008	Reviewed: Oct. 19, 2023

POLICY STATEMENT:

Library facilities, equipment and materials are open to all members of the public.

To ensure that the experience is pleasant to all, we ask that our customers abide by the following guidelines:

- Please treat Library staff, materials, equipment and property with respect.
- Please respect the rights of other customers in order to preserve an atmosphere that is enjoyable for all. Please refrain from loud or boisterous behavior, verbal or physical harassment, running, screaming or the use of roller blades or skateboards on library property.
- Children should not be left unattended in the library. The Library is a building open to all members of the public and, as such, the Library Board and staff cannot be held responsible for the welfare of children left unattended in the building.
- Please keep an eye on your belongings. The Library is not responsible for personal items lost or stolen on the premises.
- Please dress appropriately for use of an indoor facility. Shoes and shirts must be worn in the Library for both hygiene and safety reasons.
- Please cooperate with any requests from staff. These requests represent the final authority on what constitutes reasonable public behaviour on the premises and failure to cooperate may result in a suspension of library privileges.

Thank you for your cooperation.