



Westport Free Public Library  
408 Old County Road  
Westport, MA 02790



## **WESTPORT FREE PUBLIC LIBRARY PATRON BEHAVIOR POLICY**

The Westport Free Public Library is committed to providing a comfortable and welcoming place that stimulates people's imaginations, creates young readers, and connects residents to the online world. The establishment of rules of behavior is necessary to maintain an atmosphere which promotes the use and enjoyment of the facilities and protects the safety of the general public, the library staff, and the materials, equipment and physical plant.

### **Rules of Behavior**

Smoking and the use of tobacco products is prohibited in the library and on library grounds (MGL Chapter 270, Sections 22)

Creating a disturbance by making noise, talking loudly or engaging in other disruptive conduct that inhibits others from utilizing the library and reading room is not allowed (MGL, Chapter 272, Section 41)

Abusing or stealing library materials, furnishings, computer equipment or the building violates MGL, Chapter 266, Section 99 and/or Section 100 and is prohibited and punishable as defined by law

Appropriate attire, which includes shirts and shoes, must be worn at all times.

Visitors are not allowed in staff areas without permission

No animals in the library, except guide or assistance animals

No soliciting or distributing or posting of materials without permission

No loitering is allowed outside the building entrances and exits; any loitering will be reported to the Westport Police Department

Food and beverages in unclosed containers will not be allowed at the Public Computers

The Library staff is responsible for implementing the rules of behavior. Failure to comply with the library's standard of acceptable behavior may result in removal from the building and/or restriction of library privileges

1. Library staff will give a verbal warning of inappropriate behavior.
2. If the behavior persists, they will be asked to leave the library premises, which includes the library grounds, for the rest of the day
3. If the offending patron refuses to leave the police will be called.
4. If the same person is told to leave the following day, they will not be allowed to return to the Library for the week
5. If the same person is told to leave following the week suspension, they will not be permitted to return to the Library for the month
6. If the same person is told to leave following the month suspension, they will not be permitted to return to the Library for one year
7. A person may request the Library Director to shorten or terminate their suspension from entering the Library
8. If a person commits an egregious, gross, or threatening act or makes a statement about intending to commit an egregious, gross, or threatening act or is behaving in a threatening or intimidating or endangering manner, the Library Staff may require that person to immediately leave the Library and its grounds
9. Any person whose library privileges have been suspended may submit a request in writing to the Westport Board of Library Trustees that their suspension of privileges be abrogated or rescinded

ADOPTED 5/5/2022