

# Ontario Public Library

## Policy 4002

### PUBLIC SAFETY

The library strives to provide a safe space to people of all ages and backgrounds, to operate its premises safely, and to reduce the chance of harm. In keeping with this, the library will be drug and alcohol free.

The library encourages and seeks mutual respect among the public and between the public and its staff.

The library provides services to people regardless of age, origin, gender, race, religion, or personal choice that may at times be offensive to others but legal. Services include opportunities for learning, borrowing materials, meeting with others, reading, and nourishing readers.

The library shall act in the interest of public safety to remove individuals who become either a threat to themselves or to others, become disruptive to library services, or appear to be engaged in unlawful behavior.

In compliance with New York State Labor Law §27-c the trustees adopted the Ontario Public Library Pandemic Response Plan to implement operational plans in the event of certain declared public health emergencies including, but not limited to, novel coronavirus (COVID-19) or other communicable disease or pandemic illness.

The Library Director (or her Library Assistant in her absence) as authorized by the Board of Trustees administers the Pandemic Response Plan including but not limited to provisions regarding personal protective equipment (PPE). During a declared pandemic face masks shall be provided to visitors if they do not have their own. If a resident does not want to wear a mask; alternatives to accommodate them shall be via phone, computer, mail, or email or parking lot service. Persons without a face mask (except those allowed by governmental health guidance) shall not be allowed to enter the library when announcements indicate that masks are required.

Staff members are committed to:

- providing an environment that encourages study and exploration;
- helping children find materials for school work and recreational reading;
- helping all members and guests locate informational, cultural and recreational materials; providing short programs that inform and/or enrich.

### Library Code of Conduct

Members and guests of all ages should refrain from unacceptable behavior that includes, but is not limited to:

- taking photographs or videos of library users or personnel without their permission
- **any behavior that endangers the safety or health of others**
- grabbing, hitting, voicing insults, blocking someone's way, swearing and offensive language, displaying offensive pictures, any disorderly behavior
- stalking or harassment of library users or personnel
- illegal use of library resources including improper removal of materials
- destruction or damage to library property.

Parents and care-givers are responsible for ensuring that:

- Children act in accordance with the Safe Child Policy,
- Children's behavior does not present a safety hazard to themselves, other users, or library property

**POLICY ADOPTED:** 11/21/1985  
**REVISED:** 01/17/2023 for agenda 05/16/23  
**REVIEWED:**

Board of Trustees  
Ontario Public Library  
**Page 1 of 1**