

# CODE OF CONDUCT

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The Cuyahoga Falls Library welcomes all patrons. We strive to provide an atmosphere conducive to reading, research, study, and other library activities, and prioritize the safety and the protection of the rights of all those using and working in the library.

***Prohibited behavior includes, but is not limited to:***

- Disruptive or disorderly conduct, including speaking above a reasonable volume
- Fighting or wrestling
- Physical, sexual, or verbal threats or harassment of staff or another patron
- Exhibiting unacceptable behavior that indicates an individual is under the influence of alcohol or any controlled or illegal substance
- Smoking, vaping, consuming alcohol, or using tobacco on premises
- Use of electronic devices, including cell phones, at a disruptive noise level
- Abuse, misuse, tampering, damage, destruction, or vandalism of library property or materials, including computer hardware and/or software
- Using profane, obscene, or abusive language
- Carrying a firearm, deadly weapon, or dangerous ordnance anywhere on library property, unless by a law enforcement officer
- Use of public restrooms for bathing or laundering purposes
- Blocking access to entrances, staircases, exits and/or materials
- Bringing animals into the library, except for service animals (per ADA guidelines) or animals that are part of library programs
- Unsuitable dress (shirts and shoes are required)
- Using emergency exits other than during an emergency
- Entering nonpublic workspaces or office areas without permission
- Inappropriate use of elevator
- Unauthorized selling, purchasing, or soliciting of any item or service
- Violating the Library Internet Use Policy, including viewing websites that are inappropriate in a public space
- Failing to leave the library promptly at closing
- Loitering
- Sleeping
- Running
- Photography and/or video recording of other people without their permission
- Violating other library policies and/or guidelines
- Violating federal, state, and/or local law
- Jeopardizing the health or safety of staff or other patrons

**Diversity and Inclusion**

The library is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion. Any inappropriate conduct or behavior against others due to race, gender, religion, sexual orientation, disability, age, ethnicity, veteran status, or socioeconomic status is prohibited.

**Personal Belongings**

The library is not responsible for lost or stolen items. It is recommended that patrons do not leave belongings unattended.

**Food and Drink**

Food and drinks, limited to light snacks and covered beverages, are welcome to be consumed in most areas of the library.

**Consequences**

We reserve the right to restrict the use of library facilities, premises and privileges when visitors do not abide by the Code of Conduct. Failure to comply with a reasonable staff request may result in the following remedies, including but not limited to, removal from library premises, a ban from library property, the suspension of library privileges, and/or arrest and prosecution. Library bans and suspensions of privileges of 30 days or more, and subsequent reinstatements, will be issued by the Director.

Appeals may be made, in writing, to the Board of Trustees, within ten (10) business days of receipt of notice of a ban or suspension. The patron, or in the case of a minor, the parent or guardian, will be notified by the Board of the date and time of the hearing on the notice of appeal.

*Approved by the Cuyahoga Falls Library Board of Trustees, April 19, 2005  
Amended November 23, 2010  
Amended November 19, 2013  
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