

Niagara Falls Public Library	Date Effected May 18, 2016	Code of Conduct Policy
	Last Revised	

The Niagara Falls Public Library is committed to creating and maintaining a safe, positive and quality environment where we treat each other with respect and courtesy.

At the Niagara Falls Public Library everyone's conduct will be:

- Mutually respectful
- Responsible
- Law-abiding
- Considerate of Library property

The following rules are for the safety and comfort of everyone in the library.

- Behavior or language which is threatening, abusive, harassing or disruptive to Library staff or customers will not be tolerated. Anyone who is perceived as a threat to the safety or enjoyment of the library facilities will be asked to leave.
- Parents, guardians and caregivers are responsible for the supervision of children in their care.
- Customers are to use library furniture, equipment, facilities and designated spaces for their intended purposes only.
- Customers are responsible for attending to their personal belongings. The Library is not responsible for theft or damage.
- Customers must wear shirts and shoes at all times.
- Food and drink can be consumed in designated areas only and customers must clear away all waste material.
- Any person who steals or vandalizes Library property will be subject to prosecution.
- Customers are not allowed in areas designated as "Staff only" unless accompanied by Library staff.
- Petitioning, posting of flyers, soliciting or engaging in commercial activity is prohibited unless authorized by the CEO/Chief Librarian.
- There is no smoking allowed anywhere on Library property.
- Selling, using, possessing, or being under the influence of alcohol or illegal substances is prohibited in the Library.

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- Cell phones, laptops, computers, and other devices are to be used in a manner which does not disturb other customers.
- Photographing or filming in the Library requires prior approval from a senior staff member.
- Animals are not permitted in the Library unless they are registered service animals at work or participating in a Library program organized to accommodate them.
- Appeals of decisions may be submitted, in writing, to the CEO/Chief Librarian for consideration.

Trespass notices may be issued by the CEO/Chief Librarian or designate on behalf of the Board and under the authority of the Public Libraries Act, R.S.O. 1990, c. P.44 and the Trespass to Property Act, R.S.O. 1990, c. T.21.

Under Section 23(4) of the Public Libraries Act, R. S. O. 1990, chapter P.44; conduct in public libraries is prescribed by various federal, provincial, and municipal pieces of legislation, including, (but not restricted to):

- Child and Family Services Act (Ontario)
- Control and Licensing of Dogs By-law (Number: 2012-103)
- Criminal Code (Canada)
- Human Rights Code (Ontario)
- Public Libraries Act (Ontario)
- Smoke Free Outdoor Spaces By-law (Regional Municipality of Niagara: 112-2013)
- Trespass to Property Act (Ontario)

These rules have been approved by the Niagara Falls Public Library Board and supersede previous Rules of Conduct (February 16, 2011) and other supporting documents