

Kenton County Public Library Patron Code of Conduct

The Library is committed to providing an attractive, quiet, and safe environment for all people who use, visit and work in our buildings. This code of conduct ensures fair and reasonable access to all of the Library's resources. The Library reserves the right to modify this code of conduct as needed.

Patrons who violate rules 1-3 while on Library property may be required to leave the property and have all Library privileges suspended.

1. Engaging in any activity that is in violation of local, state or federal law. Including but not limited to: possession of a weapon, soliciting, gambling, theft, or vandalism of public or personal property.
2. Making a threat of physical harm against another patron or staff.
3. Physically harming another patron or staff.

Patrons who violate rules 4-5 while on Library property may be required to leave the property and have Library privileges suspended for up to two weeks.

4. Possessing or being under the influence of alcohol or controlled substances.
5. Harassing or using gestures to intimidate other patrons or staff.

Patrons who violate rules 6-11 while on Library property may be required to leave the property and have Library privileges suspended for up to one week.

6. Blocking fire lanes, walkways, ramps, entryways, exits and aisles.
7. Smoking or using tobacco products in areas other than those designated.
8. Monopolizing, misplacing or misusing Library equipment or materials.
9. Violating the Library's Internet Use Policy.
<http://www.kentonlibrary.org/aboutus/policies/internet.htm>
10. Bringing animals, other than working service animals, into the Library.
11. Using skateboards, rollerblades, skates, bikes or other personal transportation in an unsafe manner.

Patrons who violate rules 12-16 while on Library property may be required to leave the property and have Library privileges suspended for one day.

12. Engaging in activity that interferes with the normal operation of the Library.
13. Disregarding the reasonable direction of Library staff.
14. Disturbing others with loud volumes from personal electronics or conversations.
15. Consuming beverages while using Library computers, electronic equipment or near the Kentucky materials or in the Kentucky Room.
16. Consuming outside food in the Library.
17. Littering on Library property.

Any chronic offenses can result in permanent loss of Library privileges.

Please be aware that:

- Children may not be left unattended. Staff will act in accordance with our Safe Child Policy. <http://www.kentonlibrary.org/children/safechild/cfm>
- Shoes, shirts, slacks, shorts, skirts or dresses must be worn on Library property.
- Personal items are the sole responsibility of the person to whom they belong. They should not be left unattended.
- No items can be posted or displayed on Library property without the express permission of Library staff.

The Kenton County Public Library employs the use of security personnel, electronic surveillance devices and a variety of anti-theft tools to secure safety of persons using our facilities and the collection. Should circumstances warrant, the Library maintains the right to inspect the personal belonging of people using the facilities.

Right of Appeal

Any patron who has had his or her privileges suspended may appeal to the Branch Manager.

- Appeals must be made in writing within ten (10) days of the suspension.
- Persons requesting the appeal must clearly state why he or she believes their privileges should be restored.
- The Branch Manager or a designee will respond in writing to the appeal.
- The decision of the Branch Manager may be appealed to the Director in writing within ten (10) days from the time the Branch Manager's decision was received.

Any patron who has had his or her privileges permanently suspended may appeal to the Library Director.

- Appeals must be made in writing within ten (10) days of the suspension.
- Person requesting the appeal must clearly state why he or she believes their privileges should be restored.
- The Director or a designee will respond in writing to the appeal.
- The decision of the Director is final.