

# Saxton B. Little Free Library

Code of Conduct Approved by Board 11/23/2009

## Mission Statement

***The Saxton B. Little Free Library provides and promotes excellent services, programs and materials that inform, educate, and enrich all citizens.***

Welcome to the Saxton B. Little Free Library! To assure the safety and well being of everyone at the library, and to offer all a gracious space, we ask that all patrons comply with the following Code of Conduct:

Library requests that all patrons:

- Speak in soft voices.
- Throw trash in proper receptacles.
- When using headphones, set the volume so others cannot hear it.
- Wear a shirt, shoes, and other proper attire.
- Turn cell phone ringers off, and hold phone conversations outside of the library.
- Use one chair per person and no more than two heads per computer (unless an adult is supervising).
- Understand that the library staff is not responsible for lost, damaged, or stolen items.
- Contain beverages in a non-spill or covered container only.
- Not bring food into the library.
- Comply with the library's Internet and computer use policies.
- Limit the time used on library computers so computers can be shared by all, and understand that if using the computer for more than a half hour block, you may be asked to relinquish the computer for others' use.
- Park backpacks so that they do not block the aisles or library entrance.
- Be aware of the Library's hours of operation.

We ask that all patrons refrain from:

- Rough housing and bullying on library property.
- Loitering or smoking on library premises.
- Sleeping.
- Using profanity or other abusive language.
- Vandalizing library property.
- Riding skateboards, scooters, blades or other devices on library property.
- Using the Library telephone.

The library reserves the right to:

- Limit group size based on available space and noise level of the group
- Supervise people in any area of the library.
- Move backpacks.
- Ask any patron to follow library policy
- Ask patrons over twelve years of age to leave the library if they are not following library policy.  
Limit library access and call the parent or guardian of any patron under twelve years of age who is not following Library policy.
- Contact the police for any patron who: refuses to leave, causes Library Staff or Patrons to feel threatened and for children under 12 years of age whose parent or guardian cannot be reached.