

Carlsbad Public Library

Patron Code of Conduct

The Library-complex is open to the public. These rules are to ensure the equitable use by all patrons while ensuring the safety of all patrons and staff. These rules will be firmly and courteously enforced by the library staff and, if necessary, by the Carlsbad Police Department.

- RULE 1:** Eating and drinking are not permitted inside except in designated areas; drinks with a secure lid are permitted.
- RULE 2:** Smoking is not permitted anywhere in the facility or within twenty-five (25) feet of entrances.
- RULE 3:** Sleeping on the premises is not permitted.
- RULE 4:** Soliciting donations or offering items for sale to the public is not permitted. Exceptions include items offered for sale by the Friends of the Library; items available in conjunction with programs or exhibits.
- RULE 5:** Posting or distributing of printed materials without the prior approval of the staff is not permitted.
- RULE 6:** Patrons must be fully dressed including footwear and a shirt. Patrons whose dress or personal hygiene constitutes a nuisance to other patrons shall be required to leave the premises.
- RULE 7:** Bicycles, scooters, mopeds or other similar machines may not be brought into the buildings. Such items should be secured to a bike rack and must not block entrances, exits, or the pedestrian walkways. Roller skates, roller blades, skateboards or other similar items may not be used on the premises.
- RULE 8:** No animals are permitted inside the buildings with the exception of qualified service animals or animals serving as part of a library-sponsored program.
- RULE 9:** Patrons shall keep their personal belongings with them at all times. Unattended bags or parcels are not permitted and will be removed.
- RULE 10:** Patrons shall use the computers in an appropriate manner, following the Policy for Computer Use currently in force. Patrons shall use personal devices, following the Policy for Wireless Internet Use currently in force.
- RULE 11:** Patrons shall not interfere with employees in the performance of their duties. Patrons shall exit the premises promptly at closing time.
- RULE 12:** Young children must follow the Policy for Child Safety currently in force.
- RULE 13:** Patrons shall respect the rights of others and not harass, annoy, or behave in a manner which inhibits other patrons' enjoyment of the library. This includes, but is not limited to: noisy or boisterous activities; staring at another patron; playing audiovisual equipment so others may hear it; singing or talking loudly; allowing children in their care to disturb other patrons; or using phones or other personal devices in a manner which disturbs other patrons. All device ringers shall be set on silent.
- RULE 14:** Patrons may not engage in behavior which threatens their own physical safety or the safety of other patrons. Tampering with fire/emergency alarms or equipment is not permitted. Patrons who behave in an

irrational or disturbing manner or who demonstrate threatening behavior shall be evicted from the premises by the appropriate authorities.

RULE 15: Disruptive behavior is not permitted on the premises. This includes, but is not limited to: the use of abusive, threatening, insulting or obscene language; fighting or challenging to fight; sexual behavior; or disrupting public meetings.

RULE 16: No person shall bring alcohol or controlled substances onto the premises, nor enter the premises while under the influence of alcohol or unlawful drugs.

RULE 17: Removal of library materials or equipment without proper checkout procedures or failure to return library materials in a timely manner will be considered theft of municipal property and as such is punishable under City of Carlsbad Code of Ordinances Chapter 26, Section 4.

RULE 18: Misuse, abuse, or willful damage to library property is not permitted. This includes, but is not limited to: defacing or removing pages or articles from print materials; wiping or recording over audio or digital materials; scratching or breaking of media disks. Defacing, marring, painting, writing on, or in any way damaging or destroying shelving, furnishings, walls, machines, exhibits, or other property is expressly forbidden.

RULE 19: Misuse, abuse, or damage to library premises is not permitted. This includes, but is not limited to: climbing or jumping on library architectural features, landscape plantings, exterior lighting fixtures, statues, outdoor exhibits, book drops, or signage. Library restrooms shall be used appropriately.

RULE 20: Deadly weapons are not permitted on the premises.

RULE 21: No person shall engage in conduct which is or may be subject to prosecution under federal, state or local laws. This includes, but is not limited to: physical or sexual abuse or assault; indecent exposure; public masturbation; vandalism; theft; violent physical or verbal acts; drug trafficking; or sexually explicit displays of slides, photographs, digital images, or objects.

PENALTIES FOR VIOLATIONS

MINOR (RULES 1- 13): Any patron violating these rules shall be required to leave the premises and shall be denied access for a period of 24 hours. Employees shall contact the Carlsbad Police Department if deemed advisable to evict violators. Repeated violations may result in a denial of access to the premises for a period of thirty (30) days or in the issuance of a Criminal Trespass Warning, prohibiting access to the premises, at the discretion of the Library Director.

DISRUPTIVE (RULES 14-19): Any patron violating these rules shall be denied access to the premises for a period of thirty (30) days. Repeated violations may result in a Criminal Trespass Warning, prohibiting access to the library premises, issued at the discretion of the Library Director.

SERIOUS (RULES 20-21): Any patron violating these rules shall immediately be served a Criminal Trespass Warning by the Carlsbad Police Department, prohibiting access to the library premises.

Criminal Trespass Warning: All Criminal Trespass Warnings will be issued for one year. After the one year period any patron can request access to the library be restored. All requests for restored access will have a review process and the final decision will be at the discretion of the Library Director. Repeated violations may result in the issuance of a Criminal Trespass Warning, prohibiting access to the library premises indefinitely.

Approved by the Carlsbad Library Board of Trustees June 11, 2014. Re-approved 08/03/22