

# Georgina Public Library Board Policy Manual

## Policy Title: Code of Conduct

### *Intent*

Georgina Public Library provides equitable access to a wide range of library services in welcoming surroundings. Rules are required to prevent disruptions to library services, ensure the safety and comfort of public and staff, and maintain the security of library property. Staff makes every effort to apply these rules in a fair, dignified, and positive manner.

Any violation of the Code of Conduct may result in cost-recovery charges, the suspension of library privileges, exclusion from the library, and/or prosecution. Library staff are the sole arbiters of inappropriate behaviours.

### *Regulations*

The following behaviours are prohibited:

1. Damage, misuse, or theft of library materials, equipment, and/or property.
2. The use, sharing, or selling of vape, nicotine, and/or tobacco products, with the exception for the use of Health Canada approved nicotine replacement therapies (NRT)
3. Interfering with the designated use of computers and networks.
4. Threatening, abusive, or harassing language or behaviour.
5. Disruptive or intrusive behaviour, interfering with the enjoyment of the facilities by the Library's users.
6. Any behaviour or request that contravenes the Criminal Code, federal, provincial, or municipal legislation or engages in any prohibited ground of discrimination under the Human Rights Code.
7. Children requiring supervision left unattended on library premises.
8. Public use of staff-only authorized entrances, exits, and work areas without permission.
9. Taking library materials into washrooms.
10. Distributing circulars or petitions, or soliciting on Library property.
11. Posting notices on Library property without the permission of the Library.
12. Photographing, filming or video recording on Library property without approval of Library management.
13. Entry into the Library without shoes, shirt, or other appropriate attire.
14. Use of sports equipment.
15. Animals, except for documented service animals or those in authorized programs.
16. Refusal to open bags, books, or papers for inspection if requested by staff.

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<b>POLICY HISTORY:</b>	
Initial Draft:	November 22, 2006
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Board Adoption:	April 19, 2007
Board Review & Amendment:	March 26, 2015; July 16, 2015; January 16, 2020; September 19, 2024