

Anadarko Community Library

Safety Policy

Library Conduct

The Anadarko Community Library is committed to providing all library users with a comfortable and productive environment. To achieve this, we have established the following conduct policy. Patrons agree to adhere to these rules and guidelines by using the library facilities and services.

The library reserves the right to require anyone of any age who violates The Library Rules of Conduct to leave the library.

The Library Rules of Conduct prohibit illegal, threatening, or unsafe behavior to staff or other patrons, destructive to library property, and inappropriate to the regular operation of the library.

General Conduct:

- **Respect for Others:** Treat library staff and fellow patrons courteously. Harassment, disruptive behavior, and offensive language or gestures will not be tolerated.
- Use electronic devices with headphones in shared spaces.
- **Children and Minors:** Children under seven (7) must be accompanied by a responsible adult in the library.
- **Personal Belongings:** Keep personal belongings such as Unattended packages, luggage, backpacks, or other personal materials with you at all times. The library is not responsible for lost or stolen items.
- **Food and Drink:** Consume food and beverages in designated areas only. Drinks are not allowed near library computers; meals must be eaten in the library lobbies. Be mindful of others and clean up after yourself.

The following are not permitted:

- Failing to comply with a reasonable staff request.
- Violation of federal, state, local, or other applicable law or library policy.
- Firearms, knives, and other dangerous weapons of any type (SB 1733 – <https://www.sos.ok.gov/documents/legislation/53rd/2012/2R/SB/1733.pdf>).
- Possession, consumption, sale or distribution of alcohol or illegal drugs.
- Use of tobacco / Marijuana, tobacco / Marijuana products, electronic cigarettes/vaping devices, or any other product packaged for smoking or the simulation of smoking within the library premises or within twenty-five (25) feet of any exterior door.
- Potentially harmful activity on library property.
- Threatening or obscene language and/or behavior towards another patron or library staff.

- Acts of indecent exposure, excessive affection, obscene gestures, or sexual activity of any kind.
- Vandalism, theft, or inappropriate use of library property, grounds, furniture, and equipment.
- Disturbances that interfere with the work of library staff or the library experience of other patrons, for example, loud talking, audible tones on cell phones or headphones, and persistent noise-producing activities.
- Soliciting, surveys, polls, or petitions not authorized by the Library Director.
- Skateboards, roller blades, bicycles, or other recreational wheels within the library premises or on the library sidewalks. Bicycles are to be parked in designated racks.
- Animals (except service animals) except with prior permission from the Library Director.
- Entering the library barefoot, without a shirt, with wet clothes, with offensive body odor or personal hygiene, or being otherwise attired so as to be disruptive to the library environment.
- Using restrooms for shaving, bathing, or laundry.

Serious or repeated misconduct may lead to loss of library privileges, ranging from one (1) day to permanent loss of library privileges and appropriate legal action, at the discretion of the Library.

Failure to comply with staff requests to leave the building will result in the law enforcement involvement.

If a patron violates library rules to the extent of being banned from the building/grounds of the library, staff will notify the Library Director on an Incident Report Form.

Unattended Children

The Anadarko Community Library believes that the children who use the library should feel comfortable and safe. Story Time and other programs are offered for children, to develop respect for books, and a love for reading, and Libraries.

Children are welcome to explore, play, and learn at the library in a safe manner. Library staff will ask children to not climb on furniture or jump into the pit and let their adult know these manners of play are not allowed for safety reasons.

For the protection and well-being of children in the library, we expect parents to cooperate with the following policies:

- Staff members will turn disruptive or unattended children over to the proper authority.
- Staff members will comfort unattended children who are frightened or crying. They will be brought up to the circulation desk and the staff will try to locate the parents. If a parent is

not located in the building, the child will remain in the library. If a parent is not located within a reasonable time, the police may be called at the discretion of the staff.

- Children under the age of eighteen with a history of disrupted behavior may be required to have an adult accompany them to the library.
- Children age seven (7) and under must be accompanied to the library with an adult over the age of eighteen years of age or a person age 16 years of age who has been authorized to provide supervision.