

Windsor Public Library provides the Freedom to Read, Learn and Discover. We provide welcoming, safe, and clean facilities for all Windsorites to access our services and collections. This Code of Conduct has been established to ensure a positive Library experience for everyone. We ask that everyone be:

- Respectful of others in the library: customers, visitors, staff and volunteers
- Careful and considerate of Library property
- Law Abiding
- Responsible

### **WE EXPECT EVERY CUSTOMER TO:**

- Dress appropriately: shoes, shirts and other suitable clothing MUST be worn
- Attend to and supervise children in their care
- Attend to personal belongings
- Use library furniture, equipment, washrooms and property properly and for their intended purposes only
- Leave the Library promptly at closing time and when requested to do so in emergency situations

### **EXAMPLES OF BEHAVIOUR NOT PERMITTED INCLUDE:**

- Threatening, abusive, harassing language, behaviour or actions
- Behaviour that disturbs other library customers or damages Library property
- Being under the influence of alcohol or intoxicating substances
- Selling, using, or possessing alcohol or intoxicating substances (including rolling cigarettes and publicly visible intoxicants)
- Carrying weapons or implements which can be used as weapons
- Damage or theft of Library materials
- Possessing offensive body odour or offensive clothing odour
- Use of cell phones, computers and other communications devices in ways disruptive to other customers
- Taking Library materials that have not been checked out into washrooms
- Entering areas designated 'Staff Only'

Violation of any provisions of the Windsor Public Library Code of Conduct may result in charges for damage or misuse, suspension of library privileges, exclusion from all Windsor Public Library locations, and/or criminal prosecution.

Conduct in public libraries is governed by various federal, provincial and municipal legislation, including (but not restricted to): Human Rights Code (Ontario); Criminal Code (Canada); Child and Family Services Act (Ontario); and Public Libraries Act (Ontario).