



## 1. PURPOSE

The purpose of the **Rules of Use** is to protect the rights and safety of library users and staff and to protect the library's facilities, equipment and materials. The library is committed to providing a safe and welcoming environment for the use of all members of the community.

## 2. POLICY

The **Rules of Use** are made under *Library Regulation 2018 (NSW)* and the *Library Act 1939 (NSW)*. The following are examples of behaviours that are not acceptable on library property. The list is not inclusive and may include any reasonable request made by staff.

### 2.1 Illegal activities in violation of Law or Library Policies

- The carrying of dangerous weapons
- Selling, using or possession of alcohol or illegal drugs
- Stealing or wilfully damaging Library property or the property of other library patrons
- Obscene or offensive acts
- Sexual acts or indecent exposure
- Accessing, downloading or printing child or other pornography
- Assault and fighting
- Trespassing in non-public areas.

### 2.2 Disruptive behaviour

- Creating noise that disrupts patrons or staff
- Physical or verbal aggressiveness or harassment towards other patrons or staff
- Fighting or challenging to fight
- Physical play such as running, pushing and throwing
- Poor personal hygiene or standard of dress, including being barefoot or not wearing a shirt
- Using audible devices that disturb others
- Bringing pets or animals, other than assistance animals necessary for disabilities, into the library
- Viewing or displaying material which may reasonably be considered to offend other library users.
- Providing false personal details in the application for membership or for other services.
- Entering the library with, and/or using wheeled devices such as bicycles or scooters, skateboards, roller-skates. Bicycles and scooters must be left in designated areas outside of the facilities. These restrictions do not apply to assistive devices or baby strollers
- Using the library, including study rooms, as a place of business, without permission of the Manager.
- Inappropriate use of library property
- Failure to comply with any reasonable staff request (or signage) made in the interests of safety, security or the effective functioning of the library.

## 3. PROCEDURES

Library users involved in illegal activities will be reported to the relevant authority. Staff may ask a user to leave the library, but would only do so if there is no perceived risk to either themselves or other library users.

Library users involved in disruptive or unacceptable behaviour will be informed by staff that their behaviour is disruptive. If, after a warning, there is no change in their behaviour, they will be asked to leave the premises. The details of the incident will be recorded by staff and the Library Coordinator informed.

Library users involved in continued disruptive behaviour may be excluded from the library premises or be allowed restricted access to library facilities, equipment or materials.

The length of any exclusion or restricted access will be determined by the Library Coordinator, Branch Manager or Divisional Director. A library user may appeal any exclusion or restricted access.