

# CORNWALL PUBLIC LIBRARY

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## **Policy Title: Code of Conduct**

Policy Category: Service

Effective Date: Revised October 22, 2025

### **1. Purpose**

The Cornwall Public Library is committed to providing a safe, inclusive, and welcoming environment for all visitors. This Code of Conduct outlines expectations for behavior to ensure respectful use of shared public spaces.

### **2. Expectations of Conduct**

All library users are expected to be courteous, respectful, and considerate of others. Discrimination or harassment of any kind will not be tolerated. Library staff may intervene or mediate behavior at any time to maintain a welcoming environment.

### **3. Guidelines for Library Use**

When using the Library or its property, please:

- Ensure children under the age of 11 are supervised by a mature and responsible caregiver.
- Keep personal belongings secure. The library is not responsible for lost or stolen items.
- Only bring in registered guide or service animals.
- Avoid wearing strong scents that may affect others.
- Keep noise levels low.
- Respect the personal space and boundaries of others.
- Dress appropriately (shirt, footwear, etc.).
- Avoid bringing in hot or messy food. Cold food, snacks, and covered beverages are allowed in most areas.
- Keep the library tidy. Dispose of waste in the designated receptacles.
- Use library materials, computers, and furniture for their intended purposes.
- Follow directions from library staff.
- Comply with all library policies and statements.
- Use authorized entrances and exits. Avoid staff-only areas.

### **4. Examples of behaviour not permitted on library property**

The following behaviors are not permitted on library property:

- Disruptive behavior that interferes with others' use of the library.
- Harassment or violence, including threatening behavior, physical or verbal abuse, and derogatory language.
- Sexual misconduct, harassment, or viewing sexually explicit content.
- Skateboarding, rollerblading, or using sports equipment on library property.
- Bring bicycles inside the library building.
- Selling or distributing printed, audio/visual, or electronic material without prior approval.
- Photographing or recording audio/video without prior approval.
- Posting signs or notices without approval.
- Panhandling or soliciting for any purpose.
- Smoking or vaping.
- Sale, use, or being under the influence of alcohol, cannabis, or other controlled substances.
- Possessing or concealing weapons of any kind.

## **5. Enforcement and Consequences**

Library staff are responsible for addressing inappropriate behavior. Individuals may be asked to leave the premises if conduct violates this Code. Consequences may include suspension of library privileges, fines for cost recovery, police involvement, and/or prosecution under the Criminal Code if warranted.

Approved by: Cornwall Public Library Board of Directors

Date: Revised October 22, 2025