



CODE OF CONDUCT

Conduct Expectations

The Acton Public Library, a department of the Town of Old Saybrook, is a taxpayer-supported institution. The Library Board is responsible for establishing rules of conduct to protect the rights and safety of all library patrons, volunteers, and staff, as well as preserving and protecting the Library's materials, equipment, facilities, and grounds.

Acton Library Board of Directors has established the guidelines below.

All patrons, volunteers and staff:

- Will have the right to free and open access, while respecting the rights and privacy of others to use the Library;
- Will respect the Library's collections and understand their value;
- Will use the Library's facilities in a manner that ensures the comfort and safety of others, including taking responsibility for our children's behavior;
- Will respect the work of the Library's staff to ensure a positive and safe environment and promote and support literacy and learning;
- Will understand the importance of zero tolerance for tobacco, drugs, alcohol, harassment, discrimination, or violence of any kind in the Library.

Violations of this Code will result in increasing levels of action, ranging from asking the patron to leave the Library for the remainder of the day, to permanent loss of Library privileges, to legal prosecution. The level of action shall be determined on a case-by-case basis and shall be within the sole discretion of the Library Director or their designee.

These policies are drafted in accordance with *Sec. 11-32 of the Connecticut General Statutes; Legislative Body of Municipality May Establish or Operate a Public Library.*

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