



Code of Conduct

Welcome to Scarsdale Public Library. Mutual respect makes it possible for everyone to enjoy Library materials and services. We appreciate your cooperation in contributing to a welcoming environment for all. This Code of Conduct is for the comfort, safety and protection of all Library customers and staff.

We do not permit conduct that disturbs, threatens or interferes with any person's use of the Library or safety, such as:

- Discourteous and disrespectful interactions with staff or other Library users.
- Disruptive behavior, noise or loud talking (including on cell phones), prolonged or noisy sleeping, etc. that disturbs other patrons' use of the Library, including the viewing of offensive websites. (see [Internet Use Policy](#))
- Soliciting, distributing materials or selling tickets or merchandise on Library property, except as authorized by Library policy. Obtaining signatures on petitions and surveying Library users are restricted to the-exterior of the building.
- Improper use of Library equipment and materials including placing feet on the furniture.
- Blocking access to entrances, exits or materials.
- Emitting an odor, including cologne or perfume, which impairs the ability of other users to use the Library.
- Smoking, vaping and the possession of illegal drugs or alcohol. (Alcohol may be served at Library programs or events with proper permission.)
- Discrimination or mistreatment of any person due to race, gender, religion, sexual orientation, disability, age, or socioeconomic status.
- Physically or verbally assaulting, threatening, intimidating, harassing or abusing any other person, or possession of a weapon as defined by [NYS Penal Law 265](#) by anyone other than a law enforcement officer.
- Any form of sexual misconduct, such as exposure, offensive touching or sexual harassment as defined by New York State law.
- Stealing, destroying or vandalizing Library facilities or property.
- The use of service animals that do not meet the definition provided by the [Americans with Disabilities Act](#).

This is not a complete list of violations and is intended for guidance only.

The Library is a "limited public forum", so photography, recording or streaming are allowed when patron privacy is respected, and Library operations are not disturbed.

The Library is a neutral space, and staff are not at liberty to discuss political or controversial issues. The Library is not responsible for any personal property. Personal items left in the Library may be discarded.

The Library must prioritize public health and safety.

We reserve the right to expel or ban customers when there is evidence of a public health risk or pests; to inspect all backpacks, briefcases, handbags and other packages; to limit the number of persons who can sit together. Attire appropriate for a public building, including footwear, must be worn on Library property. Skates, rollerblades, skateboards and scooters may not be used recreationally in or around the building.

Library staff cannot act in place of parents or caregivers.

Please see our [Vulnerable Adults Policy](#) or [Unattended Minors Policy](#).

Enjoy food responsibly

Food is permitted in our cafe area only. Please remember to discard or recycle cans, bottles and wrappers before you leave, and tidy up your area so the next customer to visit will find a clean space. Beverages in closed containers are permitted in all areas of the Library. Library staff will not accept food delivery orders for Library users.

The Library staff is authorized to take appropriate action against any behaviors which can reasonably be deemed to be offensive or disturbing to Library users or staff.

The Library Director or staff may expel any person who, when advised of these rules, fails to comply. Staff are authorized to call the Scarsdale Police Department, if necessary.

Violators of these rules may be banned from the Library for a period to be determined by the Library Director, and their Library privileges may be restricted or terminated. In addition, violation of these rules or failure to abide by such banning may lead to arrest and criminal prosecution.

Approved by the Scarsdale Public Library Board of Trustees November 4, 2024