



Orangeville Public Library

Rules of Conduct & the Rzone Policy

Board motion number: 19.70

Date of next review: October 2023

Date Approved:

Date of original motion: October 28, 2009

Policy type: Public

Board Chair's signature: _____

Purpose:

Everyone is welcome at the Orangeville Public Library. These rules are intended to ensure an environment that is welcoming, safe and respectful for all. In keeping with the policy statements (rules) presented here, the Orangeville Public Library Board has reviewed and adopted the Town of Orangeville's Rzone Policy – Respect and Responsibility.

Policy:

The Orangeville Public Library is committed to ensuring the safety of library patrons and staff in its programs, facilities, properties and services, and fostering an environment where there is Respect for others, and Responsibility for all actions. The library will exercise zero tolerance to any form of violence, vandalism or inappropriate behaviour on its properties, in programs and services or to library materials.

The following statements will be applied with fairness and consistency to any situation that compromises the safe use and enjoyment of the library's services and facilities by everyone.

Violation of these rules could result in expulsion from the library, cost-recovery charges and/or prosecution under the Trespass to Property Act or the Criminal Code.

Patrons are asked to respect and abide by the following statements when using library facilities:

Policy Statements (Rules of Conduct):

1. **Abusive or Threatening Language** -- The use of threatening, abusive or harassing language or behaviour is prohibited.
2. **Access to "Staff Only" Areas** -- Patrons are not allowed in areas designated as "Staff" unless accompanied by an authorized staff member. Members of the public may only use authorized entrances and exits.
3. **Animals and Pets** -- Animals are not allowed in the library. This prohibition does not apply to animals in programs approved by the library and animals needed to assist an individual with a disability.

4. **Food and Drink** in the library is subject to responsible behaviour.
5. **Inspection of Bags, Books, etc.** -- Members of the public must open all bags, books and papers for inspection, if requested by staff.
6. **Loitering** is not permitted on library property.
7. **Smoking and Vaping** – consumption of tobacco/cannabis or any smoking activity (electronic cigarettes, vaporizers, and e-liquids) is strictly prohibited in and around the library.
8. **Washrooms** -- Library materials are not permitted in the public washrooms in the library.
9. **Proper Attire** -- Members of the public are to wear appropriate public attire in the library. Use of roller blades, skateboards, etc. are not permitted in the library.
10. **Lost or Stolen Items** -- The library cannot be held responsible for personal items lost or stolen on the premises.
11. **Misuse of Library Property** -- Unauthorized use of, damage to, or theft of library materials, equipment or property is prohibited.
12. **Photographing, Filming or Video Recording** is not permitted in the library unless authorized by the Chief Executive Officer or, in their absence, one of the full-time staff.
13. **Soliciting** or engaging in any commercial activity (including posting notices, distributing flyers or petitions) on library property must not be conducted without prior written approval of the library.
14. **Rzone Policy (copy attached)** - Inappropriate behaviours include but are not limited to the following:
 - Aggressive or intimidating approaches to another individual
 - Attempts to goad or incite anger in others
 - Throwing of articles in a deliberate or aggressive manner
 - Physical striking of another individual
 - Theft of property
 - Possession of weapons
 - Illegal consumption of alcohol or drugs
 - Contravention of Town by-laws, policies, or procedures
 - Vandalism: the deliberate destruction, damage or defacing of property owned or leased through the Town
 - Harassment: “engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome” as defined by the Ontario Human Rights Code.