

## CODE OF CONDUCT - CONSEQUENCES

Consequences for violating any rules in the Customer Code of Conduct will be determined by the fair and reasonable judgment of library staff and law enforcement personnel and will be based on the severity of the violation. Examples of inappropriate behavior and the resulting consequences of such behavior are outlined below; however, each incident is unique and consequences are adjusted accordingly.

Suspension duration periods and other consequences imposed by the Library do not preclude or supersede other consequences or penalties that may be imposed by federal, state, or local law.

Anyone interfering with Library employees in the performance of their duties and/or failing to follow reasonable instruction by staff to correct inappropriate behavior subject to library service and exclusion from library property. Anyone refusing to leave after such request, or appearing during a period while banned, is subject to arrest for

| Level One |  | Suspense Duration   |  |
|-----------|--|---|--|
| 1.        | Threatening with or brandishing a weapon | Beyond being charged by law enforcement, the degree of the ban will be at the discretion of the Director, with input from the Branch Manager and Deputy Director. |  |
| 2.        | Public indecency or sexual misconduct.   |   |  |

| Level Two<br>Serious Violations |   | Suspense Duration       |                         |                         |
|---------------------------------|---|-------------------------|-------------------------|-------------------------|
|                                 |   | 1 <sup>st</sup> Offense | 2 <sup>nd</sup> Offense | 3 <sup>rd</sup> Offense |
| 3.                              | Possession or use of illegal drugs.   | 1-2 years               | 2-5 years               | Lifetime Ban            |
| 4.                              | Fighting or challenging to a fight, physically assaulting, or verbally or physically threatening other customers, volunteers, or staff. |                         |                         |                         |
| 5.                              | Damaging, tampering with, or improperly removing any library property, or property of other library users.                              |                         |                         |                         |
| 6.                              | Inappropriate use of computer hardware and software, copies, phone, and other electronic equipment.                                     |                         |                         |                         |

| Level Three<br>Moderate Violations |   | Suspense Duration  |                         |                         |
|------------------------------------|---|--|-------------------------|-------------------------|
|                                    |   | 1 <sup>st</sup> Offense  | 2 <sup>nd</sup> Offense | 3 <sup>rd</sup> Offense |
| 7.                                 | Possession of weapons on Muscogee County School District property. Please see MCS D Policy JCDAE and O.C.G.A. 16-11-127 for weapon policy and definition. | 3-6 Months   | 6-12 months             | 1—2 years               |
| 8.                                 | Misuse of library restrooms.  |  |                         |                         |
| 9.                                 | Disobeying the reasonable direction of library staff.   |  |                         |                         |
| 10.                                | Abandoning children under the age of 9.   | Follow procedures for Mandated Reporter, including contacting DFACS or Police. Duration is dependent on severity of offense. |                         |                         |

| Level Four<br>Minor Violations |   | Suspense Duration  |                         |                         |
|--------------------------------|---|--|-------------------------|-------------------------|
|                                |   | 1 <sup>st</sup> Offense  | 2 <sup>nd</sup> Offense | 3 <sup>rd</sup> Offense |
| 11.                            | Being or appearing in a state of intoxication.  | 1 day  | 2 days                  | 7 days                  |
| 12.                            | Possession or use of alcohol on library property.   |  |                         |                         |
| 13.                            | Neglecting to provide proper supervision of children. Children under the age of 9 must be accompanied by a responsible caregiver. | Follow procedures for Mandated Reporter, including contacting DFACS or Police. Duration is dependent on severity of offense. |                         |                         |
| 14.                            | Sitting on tables or putting feet on furniture; using furniture for uses other than intended.                                     | Warning;<br>Customer<br>may correct<br>or leave.   | 1 days                  | 7 days                  |
| 15.                            | Adults using youth areas without a minor or need for youth collections or services.   |  |                         |                         |
| 16.                            | Loud noise, including loud cell phone conversations.  |  |                         |                         |
| 17.                            | Entering the library inappropriately dressed.   |  |                         |                         |
| 18.                            | Using profane, obscene, or injurious language.  |  |                         |                         |
| 19.                            | Use of tobacco products on Muscogee County School District property. Please see MCSD Policy GAN for policy and definition.        |  |                         |                         |
| 20.                            | Soliciting, loitering, harassment, or panhandling.  |  |                         |                         |
| 21.                            | Sleeping in the library or on library property.   |  |                         |                         |
| 22.                            | Misuse or inappropriate use of library cards.   |  |                         |                         |
| 23.                            | Bringing animals or pets (with the exception of service animals) into the library.  |  |                         |                         |

Amended and approved by the Chattahoochee Valley Library Board of Trustees – July 21, 2016

Amended and approved by the Chattahoochee Valley Library Board of Trustees – January 25, 2024