

**Dover Public  
Library**

***Acceptable  
Behavior  
Policy***

***Respect Yourself  
Respect Others  
Respect the Space***



Dover Public Library  
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Dover, DE 19901  
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[www.doverpubliclibrary.org](http://www.doverpubliclibrary.org)



Margery Kirby Cyr,  
Library Director  
DPL Advisory Commission  
March 18, 2009  
Updated:  
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The Library maintains an atmosphere that promotes the use and enjoyment of its resources and services; promotes the safety of the public and Library staff; and protects the building, furniture, equipment, and materials of the Library. All members of the public are welcome at the Dover Public Library. We expect Library staff to treat customers of the Library with courtesy. In turn, we expect Library customers to behave in the Library with dignity and in such a way that their actions do not interfere with the functions of the Library or with the convenience and comfort of other customers.

### **While in the Library:**

- All persons shall respect the rights of others. No one shall harass, annoy, or interfere with any other person by means of physical contact, communication or other intrusive behavior. No one shall interfere with Library personnel in the performance of their duties.
- Any activity that is inconsistent with normal library purposes is not allowed. Some examples of this are: bathing, washing laundry, sleeping for any extended time, loitering, and panhandling.
- Conversations shall be conducted quietly. Shouting, loud voices, abusive or offensive language are not acceptable behavior.
- Ringing cell phones are disruptive. The Library requires that cell phones be set to “manner mode” while in the Library. While conversing on cell phones, customers must speak quietly and with discretion. Cell phone use is strictly prohibited in Quiet Study Areas of the Library.
- Smoking is not permitted anywhere in the Library building or on its grounds within 25 feet of the library building.
- Nonalcoholic beverages in covered containers are permitted in some areas of the Library. Beverages are not allowed in computer areas or on computer tables and stands.
- It is expected that customers will dispose of litter and debris in trash containers and leave table tops and chairs clean.
- Food may only be consumed in the Lobby or at the Library’s discretion during programming events.
- Animals, except for service animals as defined in the Americans with Disabilities Act, are not permitted except in connection with Library programs.
- No one may deface, destroy, steal, move or misuse any Library materials, furnishings, equipment or other Library property. Should the Library’s security alarm activate upon a customer’s exit from the Library, the customer will be asked to display the items borrowed so that they can be checked out appropriately by Library staff.
- Personal belongings are subject to inspection by Library personnel and may not be left unattended. The Library is not responsible for lost or stolen personal property.
- The Family Restroom in the Children’s Department is available for use by children with their parents or caregivers only.
- The use of alcohol or any drug constituting a controlled, dangerous substance as defined by law is not permitted. No one under the influence of alcohol or such drugs shall be permitted into the Library.
- Customers must be fully clothed while in the Library. Shirts and shoes must be worn at all times.
- Only law enforcement personnel may be in possession of weapons or firearms in the Library or on Library grounds.
- Running, rollerblading, skateboarding and similar activities are not permitted in the Library or on Library grounds.
- Bicycles may not be brought inside the Library or blocking access in any way.
- The entrances to the Library may not be blocked.
- No unauthorized sales or solicitations of contributions or signatures by any outside organization or individual are permitted in the Library facility or on its grounds.
- Parents are responsible for the behavior of their children while inside or on Library grounds.
- All children up to and including age twelve (12) must be accompanied by an adult aged eighteen (18) or older when using the Library. Children under the age of twelve (12) must be accompanied by a person responsible for their care.
- It is expected that minors under the age of eighteen (18) will not be left at the Library after closing time. Library staff will not remain on the premises after fifteen (15) minutes past closing. For the safety of the children, the Dover Police will be notified that minors are present and unaccompanied after closing hours.

Anyone who fails to meet these standards of acceptable behavior or any other Library policy will be required to leave the premises. If unacceptable behavior occurs again, the individual may be denied the privilege of Library use for a set period of time or indefinitely. The Dover Public Library reserves the right to amend this Policy at any time.

Margery Kirby Cyr, Library Director  
Dover Public Library Advisory Commission

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