

## **Kaukauna Public Library Appropriate Use Policy**

**The use of the Library is a privilege and not a right. Privilege is given upon compliance of this Appropriate Use Policy.**

**Everyone has the right to use the Library without disturbance. To ensure the comfort and safety of Library patrons and staff, violations of this policy can result in a discipline up to and including a loss of Library privileges.**

**Examples of disruptive or unacceptable behaviors include but are not limited to:**

- Any illegal activity
- Loud & disruptive behavior, verbal, physical harassment or bullying, running, profanity or similar behaviors as determined by library staff
- Following staff or patrons around or staring with the intent to harass such that patrons or staff cannot perform their duties or use the library
- Eavesdropping on Library users or staff
- Prolonged or chronic sleeping or sleeping that disturbs others
- Panhandling, distributing, posting, or selling non-library approved materials
- Bodily hygiene that is an offensive nuisance to other library users
- Using another person's library card without permission
- Damaging or tampering with Library materials, property, equipment, or services
- Inappropriate use of public access computers
- Removing library materials from the library without checking them out
- Roller-skating, roller-blading or skateboarding in the library
- Possession or use of illegal drugs or alcohol in the library
- Use of any tobacco products in the Library
- Bathing, shaving or washing in library restrooms
- Moving furniture without permission or using it inappropriately
- Leaving garbage
- Drinking beverages near computers
- Entering staff only spaces
- Weapons of any kind, unless carried by an authorized law enforcement agent
- Bicycles or scooters parked in any area other than the bike rack
- Patrons that are not wearing shoes or those that are not appropriately attired as determined by library staff
- Cell phone conversations that are loud or inappropriate
- Animals in the building that are not service animals or for library programming
- Youth or individuals with disabilities that require care being left without a caregiver
- Refusing to leave the library at closing or upon request by library staff
- Loitering, which for the purposes of this document is defined as staying in such an area as restrooms, front lobby, lower level, entrance, or walkways, which disrupts others
- Ignoring Library signage
- Impeding the entrance or egress from the library by patrons
- Professional photography or videotaping within the library without approval

**Violations of the Appropriate Use Policy may result in consequences such as the temporary removal or ban of the violator from the Library at the sole discretion of the Library.**