

It is the policy of the Weston Library Board of Trustees to provide a safe and appropriate environment to facilitate the use of the Library's resources and services. To this end, the Board of Trustees has developed a Code of Conduct defining unacceptable behavior, and suggesting conduct that is appropriate in the Library:

- Loud, disruptive conversations, including shouting, are not permitted.
- Throwing, running, or climbing in the Library is not permitted.
- Use of offensive and/or abusive language is not permitted.
- Threatening or harassing of others either verbally or physically is not permitted.
- Radios and other sound producing devices may not be used in the Library unless they are used with headphones and the sounds are not audible to others.
- Cell phones are permitted; however, conversations must be quiet enough so that other patrons are not disturbed. Those carrying out loud or disruptive cell phone conversations will be required to move to a designated area to complete the call.
- The Library provides a forum for differing viewpoints in its collection development, its exhibit spaces, and its meeting rooms; however, the Library Board of Trustees and the staff are committed to preserving the right to privacy of its customers. The public is entitled to use the library without being asked to declare their opinions or allegiances to any causes. To maintain impartiality, the confidentiality of library customers, and an environment of non-harassment, solicitation inside the library building is not permitted without prior consent of the Library Director or Library Board of Trustees.
- The Library prohibits the taking of any type of third party recording (audio, video, photography) without the prior written consent of the patrons included in the recording. Written consent of a parent or guardian is required if the patron is a minor. The Library is a limited public forum and abides by the following American Library Association statement: "The right to privacy – the right to read, consider, and develop ideas and beliefs free from observation or unwanted surveillance by the government or others – is the bedrock foundation for intellectual freedom. It is essential to the exercise of free speech, free thought, and free association." (<https://www.ala.org/advocacy/privacy>).
- Personal items should not be left unattended in the Library at any time. The Library has no facilities for secure storage of personal property and assumes no responsibility for personal property lost or stolen on Library premises. Any valuables left in the Library (e.g. cell phones, laptops, jewelry etc.) will be reported and transported to the Communications Center located in the lower level of Town Hall. Any other items will be held in the Library's lost and found for a minimum of one week.
- In accordance with Town Ordinance 12-3, all dogs in the Library must be on a leash or harness and under control at all times. Dogs may only visit for brief periods, such as checking out or returning materials. Dogs may not attend programs or presentations. Any patron experiencing a problem or inconvenience due to another patron's dog should report it to Library staff immediately. Service dogs are exempt from this policy.
- Drinks and snacks are permitted in some areas of the Library, including the patio and grounds, provided that all trash is properly disposed of and other patrons are not disturbed. Food is not permitted in carpeted rooms, such as the Conference Rooms and Children's Room. Drinks and snacks are not permitted near any computer or electronic equipment. Patrons should take great care when eating or drinking in the library. Repair of any damage caused by food or drink will be subject to full payment by the patron.
- Possession or use of alcoholic beverages is not permitted in the Library or on Library grounds, except at Library functions specifically authorized by the Library Director pursuant to the Policy on Use of Community and Conference Rooms.
- In accordance with Connecticut Public Act 04-139, viewing and/or displaying information or images that are obscene, pornographic or harmful to minors via the Library's public access computers or through any other methods is not permitted. Please see the Library's computer use policy for additional information.
- Anyone involved in the theft, defacement or mutilation of Library materials or property will be subject to arrest, prosecution and full restitution.
- Patrons may not engage in any illegal activity while on Library property.
- Smoking and vaping are not permitted in the Library, on the Library's patio, or on the sidewalks near the sliding doors or main entrance.

- All patrons must leave the premises at closing, unless they are participating in a prescheduled program or meeting.

Unattended Children

The Weston Public Library recognizes its value as a welcoming environment for youth as part of the Weston municipal and public school campus. The Library encourages children and families to use the Library facilities, collections, and programs and encourages the independence of its child patrons; however, it is not the Library's function or purpose to be a care center for young children while parents or other supervising guardians are away from them, either inside or outside the Library.

Conn. Gen. Stat. § 53-21a states that “Any parent, guardian or person having custody or control, or providing supervision, of any child under the age of twelve years who knowingly leaves such child unsupervised in a place of public accommodation or a motor vehicle for a period of time that presents a substantial risk to the child’s health or safety, shall be guilty of a class A misdemeanor.”

Regardless of their physical presence in the Library, parents, guardians, caregivers, or older family members over the age of twelve (12) assume all responsibility for the conduct, well-being and safety of their children while in the Library.

Library staff are not responsible for the supervision, safety or well-being of unaccompanied child patrons. As such:

- Parents, guardians, caregivers, or older family members are required to ensure that children are able to comply with the Library’s Code of Conduct and remain responsible for the child’s safety consistent with CT. Gen. Stat. § 53-21a noted above.
- Children under the age of twelve (12) may be permitted to stay dependent on their behavior and the judgment of Library staff.
- Parents/guardians/caregivers are expected to be aware of the Library’s opening and closing times and that the operating hours might change unexpectedly. The staff cannot monitor children leaving the premises, nor is it the staff’s responsibility to know with whom a child is leaving. If a child appears to be lost or remains on Library grounds at closing time without the means to get home, the police will be notified. Under no circumstances can a Library staff member or volunteer drive a child home. If a child is not old enough to walk home alone, they are not old enough to be at the library alone.

This Code of Conduct is not intended to be a comprehensive list of violations. Violations may result in increasing levels of action, ranging from asking the patron to leave the Library for the remainder of the day, to permanent loss of Library privileges, and/or legal prosecution. The level of action shall be determined on a case-by-case basis and shall be within the sole discretion of the Library Director or his/her designee.

The Library Board of Trustees reserves the right to amend this policy at any time.

Adopted June 6, 1995; Revised April 2, 2002; Revised December 5, 2017; Revised December 3, 2019; Revised February 1, 2022; Revised September 13, 2022; Revised March 8, 2023 (logo removal only); Revised April 2, 2025.