

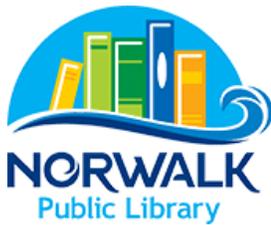
Code of Conduct Addenda

The COVID-19 pandemic has changed how public spaces will be used and how business can be conducted. The Norwalk Public Library Board of Trustees has passed the Pandemic Code of Conduct to supplement and work in conjunction with the library's current Code of Conduct.

The supplemental Code will remain in effect until the Board, under the guidance of the state and local health department, deems it safe to relax or suspend these rules.

Our primary concern is to keep library patrons and staff as safe as possible.

- The library will use the same door to enter and exit the building for patron and staff safety. The security guard will monitor who is in the building and ensure entry and length of visit protocols are being followed.
- Library patrons, age two and older, [per the American Academy of Pediatrics](#), and older, must wear a face mask which completely covers the nose and mouth at all times while in library buildings. Not wearing a face mask will result in the security guard asking the patron to leave the building for the safety of others.
- Patrons who have a fever, or are sick, or are actively coughing sneezing will not be permitted to enter library buildings, even if they are wearing a face covering. Having the same symptoms occur while inside the library will result in the security guard asking the patron to leave the building for the safety of others.
- Visitors must physically distance themselves, at least six feet, from other patrons and staff while in the library and on library property. Please do not move the furniture at any time as furniture is positioned to follow social distance protocols.
- Patrons will be asked to practice proper hand hygiene by washing hands and/or to use hand sanitizer while in the library.
- Norwalk Public Library facilities will observe the following occupancy limits:
10 patrons per floor at the main library;
Five (5) patrons per floor at the South Norwalk Branch.
- Patrons are encouraged to continue returning items in the external book drops, 24/7, and only to return items at the circulation desk if their borrowed materials put them over the limit for checking out more items.



Code of Conduct

Norwalk Public Library (NPL) strives to make its facilities warm and inviting places for all people. This Code of Conduct has been developed to minimize situations in which any library customer interferes with the legitimate library business of other customers and staff, to protect the safety of all library customers and staff, and to protect library property. Library customers who fail to observe this Code of Conduct shall be subject to appropriate consequences.

UNACCEPTABLE LIBRARY CUSTOMER BEHAVIOR:

- Offensive language or abusive, threatening, harassing or disruptive behavior.
- Loitering, sleeping, soliciting, vaping, or smoking within 20 feet of the building entrance.
- Possession of or intoxication from alcohol or drugs.
- Persistent noise or talking (no cell phone conversations while in public areas where other patrons can be disturbed. Nonverbal and inaudible cellular use, like texting, is fine.
- Carrying weapons of any kind.
- Eating at computer stations and having beverage containers without lids.
- Leaving children under 12 years old unattended. (See NPL's Unattended Children Policy.)
- Being less than fully clothed.
- Bringing in any animal, unless it is a service animal as defined by Title II and Title III of the ADA.
- Improper use of restrooms, including bathing.
- Misuse of library materials, including computer hardware and software. (See NPL's Internet Acceptable Use Policy.)
- Lack of personal hygiene that interferes with the use and enjoyment of the library by other patrons or interferes with the work of library personnel.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

Authorized library staff and/or Norwalk police officers may intervene to stop prohibited activities and behaviors. Library patrons who fail to comply with the code of conduct will receive one warning. FAILURE TO COMPLY with the warning will result in the following consequences:

- Patrons will be asked to leave the library for the remainder of the day.
- Patrons who fail to adhere to the rules a second time will be barred from the library for a period of one month, and their library card will be suspended.
- Patrons who fail to adhere to the rules a third time will be barred for six months, and their library card will be suspended.
- Appeals of any penalty may be made in writing to the library director.