

Metuchen Public Library

480 Middlesex Avenue

Metuchen, NJ 08840

732-632-8526

Library Behavior Policy

The Metuchen Public Library believes that all library users should have equal access to library services and materials in a safe and welcoming environment. To achieve this goal, the Library Board of Trustees has adopted a Library Behavior Policy. This policy sets a standard of behavior for all library users, encouraging everyone to act in a respectful and responsible manner towards each other, the library staff, the library building and its material.

1. All are welcome to use the library. Children under the age of seven, however, must be accompanied by a parent/caregiver at all times and not left unattended. Children 7-10 must have a responsible parent/caregiver in the building with them at all times. Children over the age of 10 may be left unattended for short periods of time. Parents or guardians should encourage their children to use low voices and should calm/console upset children when necessary.
2. Cell phones should be turned off or set to vibrate/silent ring when inside the library building as a courtesy to other library users. All phone conversations should be limited to the library's lobby area.
3. Please maintain low noise levels when using the library to allow others to study, read or work quietly. Listening devices should be heard only by the person using them. The use of headphones when listening to audio on computers is required. The use of personal headphones is allowed, or users may purchase earbuds from the Main Service Desk.
4. Food and drink are not permitted in the computer workstation areas or when using library materials. Snacks and drinks are allowed in the Library's lobby only. Please remember to clean up after yourself and throw away all garbage in nearby trash receptacles.
5. No alcohol is permitted inside the building except for approved Library fundraising events. In accordance with NJ State Law, smoking is prohibited inside the library building.
6. For health and safety reasons, appropriate attire is required. Shoes and shirts must be worn at all times.

7. The use of cameras in the library is prohibited, unless authorized by the library administration and with the consent of all those being photographed.
8. Service animals are welcome in the library. No other animals are permitted inside the building.
9. Library staff and patrons should treat each other with mutual respect and courtesy.
10. The display of sexually explicit or obscene material is not permitted in the Library. Such conduct creates an intimidating, hostile or offensive environment and is considered disruptive behavior. Threatening speech and disruptive behavior, including the invasion of other people's personal space, excessive noise, or the display of obscene material will not be tolerated. An official warning will be given to anyone exhibiting disruptive behavior, or interfering with another person's use of the library or with the library personnel's performance of their duties. Continued inappropriate behavior will lead to expulsion from the library, notification to parents or guardians if a minor, and possible police notification and involvement.
11. Library staff has the authority to maintain order and ensure the safety of staff and patrons. All library users must follow the directions of the staff regarding library rules and regulations.
12. Library property should be respected. For example, books/materials should not be damaged or defaced, and feet should not be placed on furniture. Running, rollerblading, or skateboarding is not permitted in the library.
13. Public restrooms are not appropriate locations for bathing, washing laundry, shaving, loitering or congregating. If you are in need of temporary shelter or emergency services, the library staff can provide information regarding these services.
14. Library users using the public computers must adhere to the library's Public Computer Use Policy and Internet Use Policy. Staff members reserve the right to terminate use on the public computers for inappropriate behavior or the display of sexually explicit or obscene material. Continued inappropriate behavior will lead to expulsion from the library, parental notification if a minor, and possible police notification and involvement.
15. Solicitation is not permitted in the library.
16. All other standards and practices of polite behavior and good manners should be observed at all times by all library patrons.

1st Reading – 2/11/14

2nd Reading and Adopted 3/11/2014