

Plainfield Public Library Behavior Policy

Approved by the Library Board: November 17, 2025

I. Introduction

(A) Acceptable conduct includes respect for other patrons, staff, and library property.

(B) "Premises" includes all areas of library property—indoors and outdoors, including restrooms and the meeting room.

(C) Inappropriate behavior includes activities that disturb others, interfere with library operations, damage property, or involve rude, profane, or illegal activity.

(D) Patrons who do not respect library rules may be asked to leave.

II. Specific Guidelines

To protect everyone's right to use the library, the following behaviors are prohibited:

1. Tobacco, vaping, and e-cigarette use anywhere on library property.
2. Loud, disruptive, or boisterous behavior.
3. Damaging or defacing library property; patrons must clean up after themselves.
4. Leaving personal property unattended for extended periods.
5. Using profane, obscene, or offensive language toward others.
6. Being intoxicated or under the influence of illegal substances.
7. Entering the library without a shirt or shoes.
8. Loitering or remaining after closing hours.
9. Causing disruption through extremely poor hygiene.
10. Bringing firearms or weapons.

11. Bringing animals, except service animals or for library programs.

12. Soliciting or selling without prior library approval.

13. Surveying or canvassing without library approval.

Library staff are responsible for enforcing these rules. Questions about interpretation will be referred to the Library Director or staff in charge.

III. Handling Disruptive Patrons

(A) Patrons are responsible for maintaining proper behavior.

(B) Staff may restrict access or contact law enforcement if a patron refuses to follow rules.

(C) Major incidents (theft, vandalism, illegal activity, or disruptive behavior) must be reported to the Library Director.

(D) The Library Director may suspend library privileges for violations.

(E) Patrons will be notified in writing of suspensions and may appeal to the Library Board.

IV. Unattended or Disruptive Children

(A) Children under **8 years old** must be accompanied by a parent or responsible adult at all times.

(B) Parents/guardians are responsible for their children's behavior.

(C) Disruptive behavior includes screaming, misuse of library equipment, or interfering with others.

(D) Lost or unattended children will be brought to staff, and if a parent cannot be located, the child will be referred to the Waushara Police Department and/or DHS.

V. Consequences of Policy Violations

(A) Staff will explain acceptable behavior before citing violations.

(B) **First infraction:** warning; loss of privileges up to 24 hours.

(C) **Second infraction:** loss of privileges up to 30 days.

(D) **Third infraction:** loss of privileges up to 1 year.

(E) Entering the library after suspension may result in law enforcement removal.

Note: Serious misconduct that places others or self at risk of harm could warrant immediate expulsion from the library for at least 30 days. Length of expulsion will be determined at the discretion of the Director.

VI. Appeal Process

(A) Patrons will be notified in writing of suspensions and may appeal at the next Library Board meeting. Appeals must be presented at least 15 days prior to the next Library Board meeting in order to be added to the agenda.

(B) The Library Director may reconsider a suspension upon written or in-person request if new information warrants modification.