



Welcome to the South Pasadena Public Library

Our users have a right to expect our building to be clean, safe and an accommodating place for reading, writing, researching, studying, and selecting materials—and attending Library and community-sponsored programs and meetings.

LIBRARY CODE OF CONDUCT

Some basic rules to make our Library enjoyable and useful for everyone.



Chewing gum, eating, and drinking are not allowed in public areas.

- Capped water bottles are acceptable.

The Library is not responsible for personal belongings left on Library property, although please check with staff if you have lost anything as we do have a 'lost and found'. Patrons need to keep their belongings with them as staff cannot be responsible for their safekeeping.

Respect Toward the Library, Its Staff, and Other Patrons

- Shoes and shirts must be worn.
- Please, no loud talking or shouting.
- Damaging or destroying Library materials, equipment, or property is prohibited.
- The Library is a smoke-free environment. e-cigarettes or other uses of tobacco are not allowed inside the Library.
- No unruly behavior, such as running, jumping, hitting, wrestling, or other aggressive actions or statements. No use of sports equipment in the Library.

Patrons are urged to report disruptive behavior so that appropriate steps can be taken.

- Sleeping Bags, bedrolls, large boxes, and large backpacks are not allowed in the Library.
- Please refrain from sleeping in the Library.
- Loitering is not allowed in the Library or on its property. The public must leave at closing time except when using the Community Room after hours.
- Commercial solicitation and panhandling are prohibited.
- Animals are prohibited, except for service animals for the disabled.
- Verbal or physical abuse or sexual harassment of Library users or staff is prohibited.
- No illegal behavior of any type.

Bicycles, Skateboards, and Scooters

- Bicycles are not allowed in the Library.
- Skateboards, roller skates, and scooters must be in backpacks or skate bags (available at the Checkout Desk).

Harmful Substances

- No possessing or using alcohol or controlled substances on Library premises.

Persons unable or unwilling to stop unacceptable conduct will be asked to leave.

Personal Appliances

- Personal appliances such as computers, smart phones, laptops, and calculators may be used as long as the noise level is low and use does not interfere with others. Cell phones should be turned off or switched to a low or non-audible signal and answered outside the Library.

Printed Postings, Political Campaigning, and Religious Proselytizing

- No printed matter can be posted or given out inside the Library without staff permission. Political campaigning and religious proselytizing are not permitted inside the Library proper, although meetings in the Community Room that are sponsored by outside organizations are not subject to this policy.

Children Under 11

- Children under 11 must not be left unaccompanied by a parent or guardian. Staff is not responsible for unattended children. Parents are responsible for ensuring the appropriate behavior of their children while they are in the Library.

No Weapons

- No weapons, including guns and knives, are allowed in the Library.

We thank our valued patrons for their cooperation.