

THE PROVIDENCE ATHENÆUM

SAFETY POLICIES & CODE OF CONDUCT

To maintain an environment that promotes enjoyment of the library's resources and services, as well as to protect the safety of patrons, staff, and materials, the Providence Athenæum has adopted the following guidelines for the use of our premises. These rules are not exhaustive and may be amended periodically. Library staff are the final arbiters of these codes of conduct and visitor guidelines.

- Any activity in violation of federal or state law is not permitted.
- Verbally or physically threatening or harassing other visitors, library staff, or volunteers, including stalking, staring, touching, or using offensive or aggressive language is not permitted.
- Monopolizing staff time is not permitted.
- For safety reasons, children must always be accompanied by an adult, including in the Children's Library. Children under the age of 10 are not permitted on the mezzanine level (including the Art Room) at any time. Older children must be closely accompanied by an adult at all times while on the mezzanine.
- Storage of unattended personal items is strictly prohibited.
- Covered drinks are allowed in the public areas of the library. Food is not permitted.
- Dogs in the library must be leashed, quiet, and undisruptive. Visitors with dogs that are not socialized to people or other dogs, or that are disruptive to the workings of the library will be asked to leave immediately. Dogs are not permitted on the mezzanine level, except for licensed service animals.
- Phone and video calls in the library are not permitted. Please turn off audible ringers and exit the library to talk on the phone. Headphones must be used to listen to audio recordings.
- Members who are billed for materials in excess of $100 may lose borrowing privileges or be denied the opportunity to renew their membership.
- Defacing or otherwise damaging library property is strictly prohibited.
- The Athenæum prohibits all solicitation and distribution on its premises unless authorized by the Executive Director.
- No one may enter the library barefooted, without a shirt, or with offensive body odor.
- Sleeping on the premises and camping on library grounds are prohibited.
- Smoking on Athenæum premises is prohibited except in a designated area outside the building. The designated area is the lower courtyard, College Street side. Refuse, including cigarette butts, is to be removed by those using the areas.

All incidents, such as accidents, safety concerns, damage to Athenæum property, damage to personal property, etc., must be reported to the Executive Director and an incident report form completed.

The Athenæum is a private institution and reserves the right to refuse service, including building access and membership benefits, to any person deemed to be in violation of the above rules. Offenders will be required to leave immediately.