

To provide a library environment with a pleasant atmosphere in which all should be able to read, study, play games quietly, and attend programs, the Board of Trustees has adopted a policy regarding personal behavior within the building and on the grounds. While in the library, please follow these behavior guidelines:

1. The rights of others should always be respected.
2. Normal conversational tones spoken in a respectful manner are welcome, but foul language and loud voices are not.
3. Disruptive behavior such as fighting, running, or horseplay is not allowed.
4. Verbally or physically harassing library patrons or staff in the library or on the grounds is forbidden. If you are concerned about another's behavior, or a policy/procedure, speak to a member of the staff. Violating another's privacy by petitioning, campaigning, or soliciting is not allowed.
5. Please silence personal devices when you enter the building so others are not disturbed.
6. Library users are responsible for their own personal property. Please do not leave items unattended. Please clean up after yourself before leaving the premises.
7. All materials must be checked out before leaving the building.
8. No person should block the entrances, exits, stairwells, or walkways to the library building in any way.
9. Appropriate attire, including shirts and shoes must be worn in the library.
10. No smoking, vaping, tobacco, or alcohol products are permitted on the premises.
11. No animals are allowed in the library except service animals (under control of their owners) or as part of a library-sponsored program.
12. Bicycles used for transportation to the library should be left outside the building in the rack designated for bicycles. Bicycles, roller blades/skates, skateboards, scooters, or similar equipment may not be used in the building.
13. Climbing trees on library grounds and climbing structures attached to the library building are prohibited.
14. Parents are responsible for the behavior and supervision of their children. Children under the age of 10 should not be left unattended in any part of the building in accordance with the Child Safety and Behavior Policy.
15. The Library Technology Acceptable Use Policy must be followed.
16. Damaging library property is forbidden and subject to penalties in accordance with Massachusetts General Laws Part IV, Ch. 266, Sections 99A & 100  
<https://malegislature.gov/Laws/GeneralLaws/PartIV/Title/Chapter266/Section99A>  
<https://malegislature.gov/Laws/GeneralLaws/PartIV/Title/Chapter266/Section100>
17. Any activity that is in violation of federal/state law, or local ordinance is forbidden.
18. The Forbush Memorial Library assumes no responsibility for injury to any person misusing the library facilities or misbehaving on the library premises.
19. The Town of Westminster Visitor Code of Conduct is in effect in all municipal buildings.