

Newport Cultural Center Patron Code of Conduct

Appropriate behavior is expected of visitors to the Newport Cultural Center (NCC). Violation of any of the following rules will result in a warning and/or expulsion from the premises. When necessary, the police will be contacted. The Director and staff have authority to enforce this policy.

1. Patrons may not disrupt the normal activity of Cultural Center patrons or staff, nor threaten patrons, staff, or NCC property.
2. Cell phone sounds must be turned off. Any necessary conversations should be held in the foyer or outdoors.
3. Children under 10 must be with a responsible adult. (The adult needs to stay with the child.)
4. Drinks are allowed in sports bottles or travel mugs only.
5. No drinks are allowed in the computer areas.
6. Patrons may not bring food to the NCC.
7. Children under 12 may only use computers under direct parental supervision.
8. Toys and games should be put away after use.
9. The NCC is a non-smoking campus; smoking is not allowed anywhere on the grounds

NEWPORT CULTURAL CENTER DISRUPTIVE PATRON BEHAVIOR POLICY

The Newport Cultural Center (NCC) is dedicated to providing access to knowledge and information through reading, writing, and quiet contemplation, providing patrons the right to use materials and services without being disturbed or impeded, providing cultural programs, and providing patrons and employees a secure and comfortable environment.

If a patron is creating a disturbance or causing problems in the Newport Cultural Center, its Board of Directors authorizes the staff to tell that patron to leave the center. If the patron refuses to comply and continues to cause problems, the police may then be contacted to eject that patron from the center.

The **Board of Directors** of the Newport Cultural Center establishes its Patron Disruptive Behavior Policy as follows:

- Section 1. A patron who engages in any activity that materially disrupts the use of the center's facilities (including, but not limited to, library spaces, meeting rooms, hallways, research areas, and restrooms), collections, or services by patrons or materially disrupts the ability of the staff to perform its duties shall cease such activity immediately upon request by NCC personnel.
- Section 2. In such instances involving minors, identification may be requested and the incident shall be reported in writing to the parent or guardian, if possible.

- Section 3. If, following a request, the patron fails or refuses to comply or responds to the request in an abusive fashion, he or she will be required to leave the NCC premises immediately for the balance of that calendar day. If he or she fails to leave, the police will be summoned.
- Section 4. NCC personnel will record instances in which patrons are required to leave the center in a ledger maintained by the library for that purpose. Upon the 2nd recorded instance in which a patron is required to leave the NCC premises within a thirty-day period, the Director shall bar the patron from use of library premises for a period of thirty days. Parents or guardians of minors shall be notified in writing, if possible, after the 2nd recorded instance in which a minor is required to leave the NCC and advised of the consequences of any further recorded instances.
- Section 5. Parents wishing to appeal such action may do so upon written request to the NCC Board of Directors.
- Section 6. In the event a patron barred from the use of the NCC attempts entry to the center during any such period of exclusion, the police may be summoned and informed of the prior action.
- Section 7. In the event the patron persists in abusive conduct or disruptive behavior following such a period of exclusion, the Director is authorized by the Board to exclude that patron for a period up to a year. Patrons wishing to appeal such expulsion may do so upon written request to the NCC Board of Directors.
- Section 8. This policy shall take effect immediately upon approval of the NCC Board of Directors.

Approved 2/16/12