

Code of Conduct

The Library Learning Resource Center staff strives to provide an atmosphere conducive to the appropriate use of its materials, services, and facilities. To accomplish this goal, the following Code of Conduct has been established:

- The College's Student Code of Conduct (Board rule 6HX 18-3.35; Student Handbook, section 5) is in effect in the LLRC.
- Eating and drinking are allowed on a limited basis. Drinks must be in covered, spill-proof containers. Only snacks (chips, pretzels, nuts, cookies, crackers, candy, etc.) are permitted - not meals (pizzas, burgers, fries, sandwiches, chicken, subs, salads, fruits, etc.). Smoking or use of a controlled substance is prohibited in the library.
- The library staff is not responsible for personal belongings left in library materials or in the library.
- The library staff reserves the right to inspect all bags, purses, briefcases, and the like.
- Library phones are for college business only.
- Persons who are disruptive or who do not follow the college and/or the Lark's Code of Conduct will be asked to leave the Library. The Campus Security will be called if necessary.
- Persons whose personal hygiene is offensive so as to constitute a nuisance to other people will be asked to leave the library. The Campus Security will be called if necessary.
- Children under the age of 12 must be in the care of an adult and must not be left unattended. If a problem arises with children at any age or if the library is closing and the staff is unable to locate the accompanying adult or parent, the Campus Security will be called.
- Library computer equipment is intended to facilitate access to information for the purposes of teaching, learning or research (Online Acceptable Use Policy - <http://www.palmbeachstate.edu/x3860.xml>).
- The use of any equipment (i.e., beepers, radios, CD players, cell phones) that disrupts patrons is prohibited. Beepers and cellular phones must be placed on vibrating codes or turned off. Talking on cellular phones must be done outside the library. The use of video cameras requires permission from library administration.