

Banning Policy

Reviewed and Adopted by: Library Board of Trustees

Date of Origin: 2023

Revision:

Effective Date:

When Library staff determines that an individual should be banned for engaging in behavior that is severe, egregious, illegal, threatening, and/or inappropriate, threatens the safety of others, or that repeatedly disrupts Library services, the following procedures will apply:

1. Library staff will, in consultation with a manager or supervisor, determine the length and extent of the ban, based on the severity of the behavior/conduct.
2. Library staff will give a written banning notice to the individual involved, stating the reason for and length of the ban and a copy of MRLD's **Inappropriate Behavior in the Library guidelines**.
3. Library staff may contact appropriate law enforcement for assistance.
4. Library staff will send a notice regarding the circumstances of the ban, to the parents/caregivers of juveniles/individuals who are banned from the library if known. The notice will be mailed to the address on file.
5. The Library Director or designee will review each case. Individuals have the right to appeal a ban with a letter to the Library Director. The letter must be written within the banning period or within thirty (30) days of the issue date of a long-term or permanent ban.
6. Banned juveniles/individuals may return to the library when the term of the ban expires. They will be required to adhere to MRLD behavior guidelines upon their return.