

Library Bye-Laws made under Section 19 of the Public Libraries and Museums Act 1964.

1. In these byelaws unless the context otherwise requires:
 - a) The Act means the Public Libraries and Museums Act 1964
 - b) Child means a person under the age of 8 years
 - c) Library means: any premises or vehicle which are occupied by a library authority and are premises where library facilities are made available by the authority in the course of their provision of a public library service to members of the public;
 - d) Library officer means any officer employed by the library authority in connection with its functions under the Act
2. Any act performed in connection with the proper execution of his/her duty by a library officer shall not be a contravention of these byelaws.
3. No person shall give a false name or address for the purpose of entering the library or for the purpose of using the library facility.
4. No person who in the reasonable opinion of a library officer is offensively unclean in person or in clothing or both shall remain in the library after having been asked by a library officer to leave the library
5. Except with the consent of a library officer, no person shall:
 - i) Cause or allow any dog other than a working dog accompanying a disabled person or other animal belonging to him/her or under his control to enter or remain in the library
 - ii) Bring into any part of the library a wheeled vehicle or conveyance other than a wheelchair, pram, pushchair or personal shopping trolley
 - iii) Enter or remain in any part of the library which a reasonable person would or should know is prohibited to the public or
 - iv) Remain in the library after the time fixed for its closing
6. No person shall remain in the library after an emergency situation has been made known to him/her.
7. No person shall unless specifically permitted by the library officer take or attempt to take any library property from the library or past a check out or security point.
8. No person shall without lawful excuse destroy or damage any library property intending to destroy or damage such property or being reckless as to whether such property should be destroyed or damaged
9. No person shall behave in a disorderly manner in the library, use violent, abusive or obscene language therein, or intentionally or recklessly cause or do anything likely to cause injury to any person or property
10. No person shall sleep in the library after having been requested not to do so by a library officer
11. No person shall remain in a library without making proper use of the libraries facilities after having been requested by a library officer to make such proper use of the facilities
12. No person shall engage in audible conversation in any part of the library set apart as a reference department, study area or for reading after having been requested not to do so by a library officer

13. No person shall intentionally or recklessly obstruct any library officer in the execution of his/her duty or intentionally or recklessly disturb, obstruct, interrupt, abuse or annoy any other person properly using the library.
14. No person shall, without the consent of a library officer, intentionally display, distribute or leave any bill, placard, notice or other document in the library.
15. No person shall without the consent of a library officer offer anything for sale in the library or canvass or seek signatures for petitions
16. No person having charge of a child without the consent of a library officer leave him/her unsupervised in the library
17. No person shall smoke, light a match, or use a cigarette lighter in the library other than in an area designated as an area where smoking is permitted
18. No person in any part of the library shall inhale any toxic substance for the purpose of causing intoxication or take any controlled drugs as defined by Schedule 2 of the Misuse of Drugs Act 1971 other than drugs dispensed for an pursuant to prescription issued for him/her by a doctor under and in accordance with the aforesaid Act.
19. No person shall except with the consent of a library officer partake of refreshment in the library
20. No person shall except with the consent of a library officer cause or allow any mobile telephone, portable computer, or other electrical equipment or apparatus for the reception of sound broadcasting or for the reproduction of sound to be operated in any part of the library to which the public has access
21. No person who;
 - i) borrows library property which is returned late or if returned would be returned late;
 - ii) fails to pay any charge, shall unless with the specific consent of a library officer borrow any other library property
22. Any person who has borrowed library property which if returned would be returned late and who has been served with a notice by the library authority demanding return of the library property shall return the library property within 14 days from the date the notice was served
23. For the purposes of this byelaw, a notice may be served upon any person by delivering it to him/her or by leaving it as his/her last known address or by sending it by post addressed to him/her at that address
24. Except as regards byelaws 8 and 18 in respect of which a prosecution may be brought under the Criminal Damage Act 1971, or the Misuse of Drugs Act 1971 respectively any person who contravenes any of the foregoing byelaws shall be liable to prosecution for contravention of the byelaws by the library authority and shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale in respect of each offence
25. A library officer may exclude any person who contravenes any of the foregoing byelaws from any library maintained by the library authority under the Act
26. On the coming into operation of these byelaws the byelaws relating to libraries which were made by the County Council of Dorset on the 25th day of April 1984 and were confirmed by the Lord President of the Council on the 5th day of July 1984 shall be revoked.

The foregoing byelaws are confirmed on behalf of the Secretary of State for National Heritage by the Head of Libraries and Information Division, Department of National Heritage and shall come into force on 7th April 1997.

Note: Notification that the foregoing byelaws have been adopted by the Borough of Poole were confirmed on 27 July 1997, that the byelaws were accepted as continuing to be valid for Poole were agreed by the amenities committee, and that the regulations and byelaws need not be amended was confirmed by BoP Legal Services on 3 July 1997.

Interpretation and implementation of the Byelaws.

Use of mobile phones (byelaw 20)

The Library Service recognises that customers may need to communicate via mobile phones, for a variety of reasons. It is permitted therefore for customers to use mobile phones whilst in the library, but it is expected that customers will be sensitive to the needs of other customers to the library. This includes setting the mobile to silent and when necessary to leave the library to take calls etc. In circumstances where customers do not follow these guidelines, staff will pro-actively manage these situations which may include excluding the individual from the Library (see policy on Dealing with Unacceptable Behaviour)

General noise

The Library Service expects that all customers will be sensitive and consider the needs of other users of the Library at all times. The service recognises that the library environment cannot be quiet at all times. However, in circumstances where excessive noise is impacting on other customer enjoyment of the Library, it is expected that staff will pro-actively manage such situations. Where customers refuse to modify excessive noise, staff have the authority to ask them to leave the Library (see policy on Dealing with Unacceptable Behaviour).

Smoking (byelaw 17)

It is against the law to smoke in any library building.

Children and young people (byelaw 16)

Further guidance is included in the Child Safety in Poole Libraries policy.

Consumption of Refreshments

No alcohol may be consumed in Library Buildings, unless organised specifically as part of a library event.

The Library Service permits the consumption of refreshments purchased on Library premises, and soft drinks purchased outside of the premises.

Any other refreshments can only be consumed with the consent of the library officer.