

Half Hollow Hills Community Library

Designated Spaces Policy

The Half Hollow Hills Community Library provides dedicated spaces tailored to the needs of different age groups and activities. To ensure a welcoming and functional environment for all patrons, the Library has established guidelines for the appropriate use of these areas.

Certain spaces — such as the Children's Room, Teen Services, Study Area, and Adults Only Area — are reserved for specific user groups or purposes. Access to these designated areas may be limited accordingly, at the Library's discretion.

The Library Director is responsible for establishing and updating the guidelines governing the use of these spaces.

Library staff are authorized to enforce these guidelines and may ask individuals to relocate if they are not using a space appropriately.

Children's Room

- The area is intended to be a safe, supportive, and welcoming environment reserved for children ages 0–12 (birth to completion of 6th grade) and their parents or caregivers.
- Parents or caregivers are responsible for supervising their children.
- Teens and/or Adults without children should not use this area unless they are actively selecting materials.
- Activities should be age-appropriate and follow the Library's Code of Conduct.
- This is a family-friendly space; please maintain a respectful noise level.

Teen Area

- The area is intended to be a safe, supportive, and welcoming environment reserved for individuals ages 13 – 18 (entering 6th up to completion of 12th grade), designed for studying, socializing, playing games, and participating in library programs.
- Adults and younger children may enter briefly to locate materials but are asked not to linger or use seating, which is reserved for teens.
- Respectful behavior towards fellow patrons and staff is expected at all times.

Adults Only Area

- This space is reserved for adult patrons (18+) seeking a quiet environment.
- Activities in this area should be limited to individual study, reading, or quiet personal work.

These tables are dedicated for patrons to study, work, read, or work on group projects. These tables are not for table game use.

Enforcement and Compliance

Patrons who do not comply with the guidelines for designated spaces may be asked to relocate. Repeated or willful violations may result in further action in accordance with the Library's Maintenance of Public Order Policies, up to and including suspension of Library privileges.

Adopted by Board of Trustees 7/21/25