

## Group Visit Policy

Although the public library is open to all, in order to ensure that group visits are productive, groups wishing to visit the library are subject to the following provisions:

Group visits must be scheduled in advance. Groups wishing to have a tour, library instruction, or other special service, should request such service at the time of scheduling.

Group size and length of visit may be limited by library staff, based on: other library programs scheduled, number of staff available to serve group, and purpose of the group's visit.

Group leaders are responsible for supervision of, and behavior of, individuals in the group while they are in the library. Any group failing to follow the library behavior rules will be asked to leave.

Group leaders are asked to please explain library behavior rules to their group before the group's visit.

9/97; last reviewed 9/15