

# **TERMS AND CONDITIONS**

## Usage of Library Facilities and Services

These terms and conditions outline the responsibilities of City of South Perth library users in its onsite and online spaces. By accessing and utilising the library facilities, users agree to adhere to these Terms and Conditions, as well as all relevant library policies, regulations and applicable legislation.

### **DEFINITION OF LIBRARY USERS**

“Library users” refers to any individual or organisation accessing, visiting, or engaging with the library’s premises, facilities, collections, services, programs, or digital resources.

This includes, but is not limited to:

- registered members of the library;
- casual visitors to the library premises;
- participants in library programs, events, or activities;
- individuals accessing the library’s online services or digital platforms;
- contractors, volunteers, and partner organisation representatives while on-site;
- any person present on library property for any purpose.

### **STANDARDS OF BEHAVIOUR**

Library users must:

- treat all staff and other users with respect, both within the library premises and when interacting with library services online or via telephone;
- refrain from anti-social, aggressive, or violent behaviour;
- comply with any reasonable directions given by library staff or security officers, including requests to leave the premises or relocate personal belongings;
- take responsibility for personal belongings and not leave items unattended. Unattended items may be removed by staff or security for safety reasons; and

- wear appropriate attire, including a shirt, shorts or trousers, and shoes, at all times within the library.

## **USE OF FACILITIES AND RESOURCES**

Library users must:

- use library facilities and resources for lawful and appropriate purposes only;
- refrain from accessing or displaying pornographic or offensive material;
- consume dry, odourless food and covered drinks only;
- refrain from bringing bicycles, scooters or supermarket trolleys inside the library;
- refrain from bringing animals into the library or library foyer, with the exception of assistance animals or with written consent from the Library Manager

## **SUPERVISION OF CHILDREN**

- Children aged 0 to 12 years must be accompanied and supervised at all times by a parent, guardian, caregiver, or responsible adult over 18 years of age;
- Supervision requires that the responsible person remains within sight of the child at all times while on library premises;
- Library staff are not responsible for supervising children and will not assume this role under any circumstances;
- Leaving a child unattended in the library may expose the child to potential harm and may constitute an offence under the Children and Community Services Act 2004;
- If an unattended child is found to be frightened, crying, hurt, sick, endangering themselves or others, exhibiting inappropriate behaviour, present during an emergency evacuation, or remaining at closing time, staff will attempt to locate the parent, guardian, or caregiver within the library;
- If the responsible adult cannot be located within the library, staff will attempt to contact them by other means, such as a phone call; and
- If contact is not established within 15 minutes, and with approval from the Manager Library Services, staff will request police attendance to collect the child and will remain with the child until police arrive.

## **INTELLECTUAL PROPERTY AND COPYRIGHT**

Library users must:

- Observe the provisions of the Copyright Act 1968 when copying library materials or sharing material online; and

- Obtain prior written consent before conducting any photographic, video or audio recording within the library.

## **COMPLIANCE AND ENFORCEMENT**

- Failure to comply with these Terms and Conditions and other applicable policies, regulations or legislation may result in exclusion from library premises, suspension of membership, application of membership demerit points, or other appropriate action;
- The library reserves the right to remove any person from the premises who fails to uphold these standards.

## **DISCLAIMER AND REVIEW OF TERMS**

- These Terms and Conditions are informed by relevant legislation including, but not limited to, the Library Board of Western Australia Act 1951 (WA), the Children and Community Services Act 2004 (WA), Copyright Act 1968, Disability Discrimination Act 1992, Privacy Act 1988, and the Library Board of Western Australia Act 1951 (WA). The Library also seeks to align with the strategic direction of the State Library of Western Australia and the professional standards of the Australian Library and Information Association (ALIA);
- The library reserves the right to amend membership terms and conditions. Reasonable notice will be provided where changes may materially affect members.