

The Underground Code of Conduct

The Underground is a safe space and we welcome teens in grades 7-12. Adults and children younger than 7th grade will be asked to leave during prescribed “Teen Hours.”

The schedule for “Teen Hours” will follow the Cold Spring Harbor School District calendar and will be posted outside the teen room. Teens who are homeschooled or attend private schools may use the room during the day. However, adults will be permitted to use the room if Cold Spring Harbor School District is in session.

Adults and children needing assistance with materials housed in the Underground should see a librarian for assistance during teen hours.

While using The Underground, we expect teens to:

- Be respectful of one another and of library staff
- Speak at a reasonable volume
- Clean up after themselves

Computer and Technological Equipment Usage:

- During teen hours, the computers, laptops, and other media in the Underground are reserved for teen use unless previously approved by a library staff member.
- Seating preference for high tables will be given to those working on the computers and group projects. If a group comes in needing the computer, others may be asked to relocate.
- Food and beverages should be kept away from the computers, gaming equipment, and other technology in The Underground.
- Gaming will be reserved for program use and prescribed “open gaming” windows as assigned by the teen librarian.

Cell Phone Use:

- The Underground is not a common area for cell phone calls. Teens needing to make a call should relocate to the vestibule of the library. Facetiming/video chatting is not permitted in The Underground without specific permission from library staff.

The Underground follows a Three Strikes policy:

- Teens causing a disruption or violating the Code of Conduct will be warned twice before being asked to leave. The Library reserves the right to suspend The Underground privileges based upon violations of this Code of Conduct and/or other Library rules and regulations. Any such suspension may be appealed to the Library’s Board of Trustees in accordance with the Library’s established procedures.

Approved March 2, 2020