

## **4.5 Study Rooms**

### **A. Purpose**

The Library's group study rooms are designed to meet the needs of patrons who want to work together in small groups or need an isolated space for limited periods of time.

### **B. Scope**

This policy applies to all rooms adjacent to public service areas in the Library that have been designated as group study rooms. Public access to the meeting room and the conference room is not covered under this policy.

### **C. Provisions**

- i. Study rooms are available on a first come, first served basis. Sign-in for group study room use may be required. The person who signs for the room is responsible for the condition of the room upon vacating. Misuse of the study rooms may result in the loss of group study room privileges.
- ii. The upper level study rooms are reserved for patrons 18 years and older.
- iii. A current library card or current photo ID is required to use a study room.
- iv. The Library reserves the right to limit the use of group study rooms to Acorn Public Library District cardholders as necessary.
- v. Each group study room has a capacity limit which is posted for the room.
- vi. There is a two hour per day time limit on the use of group study rooms when others are waiting for a room. Library staff may extend the use of a room beyond this limit when no one is waiting for a room.
- vii. At least one person from the group must stay in the room at all times. If all group members vacate the room but leave their belongings in the room, the items may be removed and the room will be available for other users.
- viii. The Library's Patron Behavior must be observed while using the study rooms.