

Highline Community College Library
Operational Policy and Procedures

Food and drink in the library

Purpose: The Highline College Library is committed to maintaining an environment conducive to study and research in order to fulfill its role of supporting the College's educational mission. The Library expects users to conduct themselves in a manner that is respectful of other library users, staff, materials, and facilities.

Policy: Food may be consumed in the public areas of the library provided there is no damage to library materials, furniture or equipment. Beverages will be allowed in the library; covered containers are recommended, such as cups with lids. Patrons who consume food or beverages in the library are expected to be responsible and clean up after themselves. Food or drink consumption should not disrupt activities of other library users or library staff.

Library staff will exercise reasonable judgment in enforcing this policy. Library staff shall make every effort to apply this policy in a fair, equal, and positive manner for the benefit of all. When in doubt as to whether food or drink is inappropriate or as to what action to take, staff is to refer the matter to a supervisor or administrator.

Procedures: When food or drink that is inappropriate or potentially damaging to library materials, furniture or equipment is observed, staff will use one or more of the following options:

- Ask patron to leave with food to finish outside the building.
- Ask patron to discard food.
- Ask patron to stow food out of sight in book bag, if food is easily storable and non-messy.
- Patrons will be encouraged to use rigid, spill-proof containers for their beverages. This encouragement will be accomplished through positive conversation and use of appropriate containers by staff.

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