



DENTON PUBLIC LIBRARY

STUDY ROOM POLICY

Approved by Library Management Team, February 16, 2023
Pending Library Board review/approval – March 2023

The purpose of this directive is to establish uniform guidelines related to study room use.

Study Rooms are available to the public, on a first-come, first-served basis. No advance reservations are permitted. The library reserves the right to schedule the rooms for library use as needed.

All users must check in with the staff person at the Service Desk before entering a study room. There is a two-hour time limit when others are waiting.

Customers who have been asked to vacate a study room must wait an hour before displacing another customer.

Study rooms left unoccupied for 15 minutes will be made available to other customers.

Library staff are not responsible for unattended belongings left in the study rooms. Items left in the rooms may be removed by staff in order to make the rooms available to other customers.

Customers using study rooms must comply with the Denton Public Library's Rules of Behavior. Per the library's Food and Drink Policy, customers may have drinks in covered containers or bottles with screw tops in study rooms. Only snack-sized, pre-packaged food is allowed.

Lights must remain on while study rooms are in use.

Library staff reserve the right to suspend groups or individuals from using the study rooms for not following the guidelines.