

Revised: January 2023



## Anti-Bullying Policy

The Joliet Public Library prohibits acts of harassment or bullying. Board and leadership determined that a safe and civil environment is necessary for patrons and employees to be successful and productive. Bullying, like other disruptive or violent behaviors, is conduct that disrupts the ability of both patrons and employees to have a positive experience at the Library. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of all patrons, supervisors, co-workers, vendors, customers, contractors, and visitors of the Joliet Public Library.

“Bullying” is conduct that meets any of the following criteria:

- is directed at one or more patrons or employees;
- substantially interferes with work/prevents work from being accomplished; or
- adversely affects the ability of a patron or employee to contribute in a positive manner by placing fear of physical harm and/or by causing emotional distress.

Examples of bullying behavior in the form of spoken word, email, texting or using social media may include but are not limited to:

- spreading malicious rumors, gossip, or innuendo;
- excluding or isolating someone socially;
- intimidating a person;
- undermining or deliberately impeding a person’s work;
- physically abusing or threatening abuse;
- withholding necessary information or purposefully giving the wrong information;
- making jokes that are obviously offensive
- intruding on a person’s privacy by pestering, spying, or stalking;
- yelling or using profanity;
- criticizing a person’s opinions;
- tampering with a person’s personal belongings or work equipment.

JPL expects all patrons and employees to conduct themselves in a manner that displays proper regard for the rights and welfare of others in the Library.

A prompt, thorough, and complete investigation of each alleged incident will be conducted. The Library prohibits reprisal or retaliation against any person who reports an act of bullying.