

Libraries *Extra* Terms and Conditions

1. Entry during Libraries *Extra* hours is with a Libraries *Extra* library card only. Please have your Libraries *Extra* library card and PIN to gain entry.
2. During Libraries *Extra* operation, the library will be unstaffed.
3. Libraries *Extra* users are responsible for their own safety and their property.
4. Libraries *Extra* users should not permit anyone to follow them into the library (no tailgating), with the exception of the people and circumstances referred to in points 5 and 6.
5. Children and young people aged 0-15 cannot join Libraries *Extra* but can gain entry under the supervision of a Libraries *Extra* user. The Libraries *Extra* user supervising those aged 0-15 is responsible for their safety and adherence to these terms and conditions whilst in the library with them.
6. Those attending a group or activity during Libraries *Extra* hours can gain access when a Libraries *Extra* group access cardholder is present.
7. All library stock must be issued through the self-service kiosk before being removed from the library.
8. Other Libraries *Extra* users must be treated with respect at all times in accordance with equalities legislation. Abusive or inappropriate behaviour will not be tolerated.
9. Sleeping, smoking, and consumption of alcohol or illegal substances are prohibited within libraries at all times, including during Libraries *Extra* hours.
10. In the case of an emergency situation, e.g. fire alarm activation, all persons must leave the library premises immediately, and not re-enter the premises until notified by responsible authorities that it is safe to do so.
11. CCTV cameras within the library space will record activity and be remotely monitored by a third party security company during Libraries *Extra* hours. The recorded images are kept for 28 days, and only viewed in the case of an incident.
12. Libraries *Extra* users must leave the library at the designated closure times as instructed via the automated messages.
13. All library users are required to abide by the Library Byelaws and Library Regulations, which are on display in all Brighton & Hove City Libraries.
14. No access to 'Staff Only' areas.

Use of your Libraries *Extra* library card during Libraries *Extra* hours will be taken as acceptance and agreement to adhere to the above terms and conditions. Non-compliance with these terms and conditions may result in membership to Libraries *Extra* and standard library membership being revoked.