

Rahway Public Library – Phone Policy

The Rahway Public Library has landline phone services. Under normal operating conditions, members of the public are prohibited from using these services. Staff are prohibited from allowing patrons to use their personal or library-provided devices.

The library recognizes that patrons are occasionally faced with emergencies that may require phone communication with family members or other parties. In these circumstances, staff may allow limited access to our phones provided that the following criteria are met:

1. Managerial approval must be granted. If no manager is present, staff is asked to use their best judgement.
2. The call must be local.
3. Staff must dial the number.
4. The phone call must be conducted at the reference, circulation, or children's desk with a staff member present.
5. All calls must be kept under five minutes.

Staff reserves the right to terminate the call if any of the above conditions are violated.

Patrons may request cab service at any time. Staff are instructed to call any local taxi service on the patron's behalf.