

# Customer Service Tips

"If you know one person with autism you know one person with autism"



#### Communication Tips

Address the individual by name first
Speak directly, simply, slowly and at a normal volume
Try to make eye contact
Avoid broad open-ended questions
Provide a non-verbal communication board



#### Behaviors to ignore - "If it's not bothering somebody, let it go"

Rocking Quiet Humming Pacing Wiggling



#### Behaviors You Should Not Ignore

Destructive Activities Violent Tantrums Loud or inappropriate interaction with other patrons Inappropriate Sexual Behavior



### Behavior Tips

Offer to help the caregiver and be empathetic Sit next to the person with autism Redirect attention Ask common social questions Offer to relocate other patrons



## Emergency Tips

Contact security
Call 911
Do not touch the individual
Avoid standing too close

"The library can be a wonderful place for people with autism... with its cozy nooks and crannies... and books, and because it's not necessarily demanding anything socially, it's kind of perfect for somebody with autism"



## Relationship Building Tips

Don't be condescending
Be aware of your own attitude and avoid being judgemental
Don't consider the caregiver as an intermediary
Be an ambassador
Give a tour of your library
Know where your autism materials are located
Offer "This Is My Library" book

