

DOWNINGTOWN LIBRARY COMPANY COVID-19 POLICY

The COVID-19 Policy has been adopted by the Downingtown Library Board of Trustees in response to the COVID-19 pandemic in order to continue to provide services to our community. The practices outlined below shall remain in effect for the duration of the pandemic or until amended by the Board. The principle consideration in adopting this policy is the health and safety of library staff and patrons.

The library has enacted enhanced cleaning and sanitizing processes and procedures. High-touch surfaces are sanitized frequently throughout the day.

- The library is operating with limited hours and services.
- Access to the library will be limited to one visit per day.
- The number of people simultaneously in the library and the duration of their stay will be limited and that information will be posted at the entrance to the library.
- All library users 2 years of age and older must wear a face covering which completely covers the nose and mouth at all times while in the library.
 - For those unable or unwilling to wear a face covering, the staff will attempt reasonable accommodations which may include providing library services (checkout of material, reader's advisory, and reference) via contactless pick-up, phone, and email.
- People who are sick or have a fever of 100.4 degrees Fahrenheit or higher shall not enter the library even if they have face covering. By entering the library, you are confirming that you are not sick and do not have a fever.
- All library users will practice social distancing when entering and exiting the library and during their visit.
- While in the building, library users will practice good hand hygiene by using hand sanitizer.
- Children under the age of 10 must always be accompanied by and under the supervision of their own parent or caregiver.
- No food and drink will be allowed in the library.
- Restrooms are not available for patron use.
- Meeting room spaces are not available for use.
- All borrowed materials shall be returned via the outside book return.

- Please keep your visit brief so that the library can welcome other patrons.
 - Guidelines for library visits: 15 minutes for copying and browsing, 30 minutes for computer usage.

Failure to follow these guidelines may result in temporary or permanent expulsion from the library by staff and/or denial of privileges by the Library Director. Library staff will inform the customer who has been expelled or denied privileges of the consequences. Any customer whose privileges have been denied may have the decision reviewed by the Board of Trustees. The library Board of Trustees reserves the right to make adjustments to this policy. (per DLC Behavior Policy)

The existing Behavior Policy remains in effect.

References:

Downingtown Library Behavior Policy, January 17, 2019 Amended

Center for Disease Control COVID-19 Guidelines

PA Department of Health COVID-19 Guidelines

“Framework for Reopening Public Libraries” from Office of Commonwealth Libraries

“Order of the Secretary of the Pennsylvania Department of Health Directing Public Health Safety Measures for Businesses Permitted to Maintain In-person Operations” (April 19, 2020)

“Order of the Secretary of the Pennsylvania Department of Health Directing Building Safety Measures” (April 6, 2020)

Adopted August 20, 2020