

**Adrian District Library
Adrian, Michigan**

**REOPENING PLAN AND SOCIAL DISTANCING POLICY
TO RESPOND TO COVID-19 PANDEMIC**

Effective May 20, 2020

I. Purpose

Adrian District Library endeavors to provide a welcoming environment for patrons of all ages. Our Library seeks to provide the public access to information at its facilities but also to create an environment that is reasonably safe for our patrons and staff. While the Library cannot guarantee prevention of infection transmission, it is our intention to permit as much access as we can to the library facilities and library materials while still complying with all applicable Executive Orders, CDC guidelines, laws, rules, regulations, and other reasonable recommendations to prevent transmission of COVID-19 and look out for the safety of our patrons and staff. All patrons are expected to act in a peaceful and orderly manner, complying with the restrictions stated herein.

II. Scope

This Social Distancing Policy temporarily suspends, supplements, replaces, and supersedes any portions of the Patron Behavior Policy, Children and Vulnerable Adults in the Library Policy, Designated Spaces Policy, Virtual Reality Policy and Waiver, and any other Library policy which contradicts the terms of this Social Distancing Policy. This Social Distancing Policy is intended to be temporary to reasonably respond to the COVID-19 pandemic.

III. Reopening

As the Library begins to reopen its services to the public, this will be done gradually through varying levels of service so as to allow the most access to library services while following all applicable Executive Orders and guidance to prevent unnecessary spread of COVID-19. These levels of service may include curbside or door pickup of library materials, limiting the number of people in our buildings at a time, and following the social distancing guidelines herein.

Currently the Library will remain closed as required by Executive Order. Once permitted to operate, the Library will follow any guidance from the Governor and CDC to keep our staff and patrons safe.

IV. Social Distancing Requirements

- A. Please stay home if you are sick. If anyone has any symptoms indicative of COVID-19 including, but not limited to a new cough and/or a fever, or cold or flu-like symptoms, please stay home. It's important to remain at home when ill regardless of how mild your symptoms are. Anyone entering the premises who displays such symptoms may be asked to leave the Library.
- B. If you or a member of your household have been diagnosed with COVID-19/coronavirus, for the safety of all others, please do not come to the Library until you've been cleared to do so by a medical professional or completed CDC recommended quarantine/isolation. Anyone entering the premises who displays symptoms of COVID-19/coronavirus may be asked to leave the Library.
- C. While in the Library, all patrons and employees are to maintain a distance of at least six feet from one another to the maximum extent possible. The Library will provide guidance to assist with maintaining a safe distance.
- D. Patrons are expected to follow recommendations for good hygiene including frequent and thorough handwashing and covering of the nose and mouth if you cough or sneeze, washing your hands for 20 seconds or using an alcohol-based hand sanitizer, and avoiding touching your face.
- E. Any individual able to medically tolerate a face covering must wear a covering over his or her nose and mouth—such as a homemade mask, scarf, bandana, or handkerchief—when in the Library.
- F. Patrons are encouraged to be efficient with their time in the Library, touching as few surfaces as possible.

V. Penalties

Patrons who do not adhere to this policy will be asked to leave the Library. Repeat offenders may be denied access to the Library for longer periods of time. Due to the seriousness of the potential spread of COVID-19, even a second violation will not be tolerated.

VI. Vulnerable Populations

The Library will make reasonable efforts to accommodate access to the Library for vulnerable populations to COVID-19 including people over 60, pregnant women, and those with chronic conditions like heart disease, diabetes, and lung disease, which will be based upon the directions of government leaders and CDC recommendations as the situation evolves.

VII. Children/Minors

The Library wants children to use its facilities and services. In order to ensure social distancing requirements herein are followed by the children using the Library, the following guidelines will be followed concerning the care and behavior of young library users:

- A. Children age 12 and under: must have a parent/adult caregiver (age 18 or older) in the immediate vicinity of and in visual contact with the child. The assigned caregiver must be a responsible person and must carry emergency contact information. If a child in this age group violates this or any other library policy, the child and the parent/caregiver will be informed of the rules. If inappropriate behavior continues, both the child and the parent/adult caregiver will be asked to leave the library. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the police may be called for assistance.
- B. Children age 13 and older may use the library on their own. However, parents/guardians/caregivers are still responsible for the actions and the well-being of their child(ren). Unattended children age 13 and older are welcome to use the library so long as they comply with this and all other library policies. If a child in this age group violates this or any other library policy, the child will be informed of the rules. If inappropriate behavior continues, the child will be asked to leave the library. All children should have the telephone number of someone who can assist them in an emergency or in the event the child is asked to leave. If a child in this age group is not able to leave the library without an adult (due to inclement weather or after dark, for example), a staff member will call the child's parent/legal guardian or emergency contact. If they cannot be reached, the police may be called for assistance.

Adopted by Adrian District Library Board of Trustees on 5-19-2020.