



EMPOWERING YOUNG MINDS

LIBRARY PROTOCOLS DURING COVID 19

The Library will make every effort to maintain cleanliness and to protect the health of all staff and students. This will mean the ***number of students in the Library will be limited to the seats available.***

The following guidelines will be displayed to all Library users:

Students are reminded to apply sanitiser on entering and exiting the Library space.

To browse the online catalogue, please ask a Teacher Librarian for assistance

BROWSING BOOKS

- Students and staff can browse the collection in the library but they must social distance from each other.
- Students and staff have to sanitise their hands before browsing from the library collection.
- Please leave books in the return slot.

COMPUTER AREA

- Only every second computer can be occupied

STUDY CORRALS

- Only every second corral can be occupied

JUNIOR READING AREA

- Cushions are no longer available. Tables and seating 1.5 metres apart may be used

READING

- Please do not share a Library book with someone else
- Please do not pass a Library book on to someone else

BOOK LOANS – RETURNS-CHECK IN

- Teacher Librarians will wear gloves when touching the book stock. This includes book loans, returns and to re-shelve books.
- Return all books into the return slot so they can be sanitised and passed on to the next person.

PHOTOCOPIER

- Staff and students need to sanitise their hands before and after using the photocopier.
- Sanitising wipes are available after every use.



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