

## COVID-19 SAFETY POLICIES, UPDATED 6/28/2021

I.Guidelines for all services will be shared with the public through all regular communication channels, and posted at library entrances.

### II.Changes to Patron Code of Conduct

To continue serving our patrons while placing the health and safety of our community at the forefront, the following temporary policies will be enacted:

Patrons must follow library procedures for curbside service, walk-in transactional-service, in-person programs, or any other service model offered during the phased-in reopening plan. Services may be temporarily limited or unavailable in alignment with safety recommendations, including, but not limited to, public bathrooms, public computers, and common seating areas. Guidelines for all services will be shared with the public through all regular communication channels.

Physical distancing (6 feet of distance between individuals or households) will be practiced whenever possible in the library building as well as outdoors on library property, or at off-site library-sponsored events. We strongly recommend that all individuals wear a mask while browsing in the library. All un-vaccinated individuals over the age of two years must wear a mask.

All attendees of outdoor library-sponsored programs must follow the guidelines shared with them by the library employee coordinating the event. Current policies will be shared prior to the event via email, and again at the start of each event. This information will also be available online on the library's website.

Library staff shall not inquire as to a patron's vaccination status. In the event someone is unable to comply with the safety policy, curbside service will be the only available option to check out materials.

Staff at the Voorheesville Public Library have the authority to enforce these measures like any other of the Library's Rules. Concerns about this policy should be directed to the library Director or Assistant Director.

### III. Safety Practices

Staff are trained regularly on safety and cleaning protocols. The building is cleaned every day prior to opening to staff and visitors. Official health recommendations for employee wellness screening will be followed with zero tolerance for sick workers reporting to work. All employees will continue to practice healthy hand hygiene. Hand sanitizers will remain accessible in all common areas to encourage hand hygiene among staff and visitors. Barriers may be placed in areas to ensure physical distancing.

All library staff will continue to wear masks while working in public areas of the library.

### IV. Staff Wellness Protocol

If an employee has been exposed to COVID-19 or suspects an infection, that employee must stay home from work. The library Director or Assistant Director must be made aware of the situation. The employee must seek a medical diagnosis, and request medical documentation for the Library. The library Director or Assistant Director will contact the Albany County Department of Health for further guidance. Approval to return to work will be based on the information provided.