**Temporary Safety Practices Policy**

**Rockwell Falls Public Library**

The Rockwell Falls Public Library is committed to serving its community during hard times and good.

The year 2020 has brought unprecedented challenges to our nation, state, and area of service.

To continue serving our patrons during this difficult time, while placing the health and safety of our community at the forefront, the Library Board of Trustees has adopted the below Temporary Safety Practices Policy.

The safety measures in this policy have been confirmed with the \_\_\_Warren\_\_\_\_\_\_ County Health Department.

The board’s authority to adopt these measures is found in our charter, bylaws, New York Education Law Sections 255, 260, 226, 8 NYCRR 90.2, and Article 2 of the Not-for-profit corporation law. We also consider it our duty to develop these measures to keep our services accessible at this time.

Staff at the Rockwell Falls 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 Courtney Keir, Library Director. Thank you for honoring these measures, which are designed to keep our community safe, while allowing access to the library.

**Rockwell Falls Public Library Temporary Safety Practices**

**for allowing access to Library**

**Scope of Temporary Safety Measures**

The Rockwell Falls Public Library operates per relevant law and Executive Orders, including those pertaining to mandatory workforce reductions. Therefore, the temporary practices in this Policy may be further modified as needed to conform with relevant Orders.

**Safety Practices**

Until the board votes to revoke this temporary policy, the library will require all people on the premises to abide by the following safety practices:

including but not limited to use of particular PPE;

maintaining a safe distance of at least 6 feet;

All materials returned to the library will be quarantined for 96 hours before they are processed and re-shelved or sent back in the delivery service

**ADA**

In the event, any safety requirement is not practicable on the basis of a disability, we encourage those individuals to continue use our curbside materials collection service so they will not be putting themselves at risk.

(Curbside service will still be active for those that are more comfortable. Elderly and vulnerable patrons will still be encouraged to use curbside collection of materials.)

**Communication**

To aid the community in honoring these requirements, the Library will transmit this policy through their website, and use a variety of health authority-approved, age-appropriate, multi-lingual and visual means to transmit this message in a manner consistent with our mission and our identity as a welcoming and accessible resource to the community.

**Code of Conduct**

Adherence to these practices shall be enforced as a requirement of the Library’s Code of Conduct until such time as this temporary policy is revoked.