

Elgin County Library Service and Safety Plan During COVID-19 Roadmap to Reopen: Step 3 Effective March 3, 2022

Library Services	Health & Safety Protocols in Place	Number of Staff	Number of Customers	Branches Operating	Special Technologies	Step Limitations
<p>All library services, including, but not limited to:</p> <ul style="list-style-type: none"> -Holds Pickup with Curbside Service -Computer Use or Print/Fax/Scan/ Photocopy Services -Readers' Advisory & Tech Help -Staff Service & Self Service -Key Circulation Services -Key Programming Services -Increased Digital Services and Online Library 	<ul style="list-style-type: none"> -Staff wearing PPE including face mask and eye protection (goggles). -Sanitizing of surfaces (including PACs, self checkout stations), program items after use. -Customer transactions and assistance to occur through plexiglas barrier at circulation desk(s); staff wearing PPE including face mask and eye protection when not behind barrier. -Customers use SWPH self-assessment tool, as posted on Library door and prior to entry. -Customers wear a face mask while inside the library. Medical masks are encouraged and provided if needed. 	<p>Full staffing levels at all 10 branches and Main Office.</p>	<p>Up to full capacity levels at all 10 branches; 2 metres physical distancing between individuals or family groups encouraged.</p>	<p>All 10 branches and Main Office are operating with full service levels and open hours.</p>	<p>Special technologies include extended wifi networks to the exterior of all 10 branches; self checkout stations available at all branches; and live chat support service on library website.</p>	<p>Branches are able to offer programs virtually as needed; and may transition to limited service or open hours on short notice and subject to public health considerations and staffing availability.</p>