

## **HALF HOLLOW HILLS COMMUNITY LIBRARY**

### **PATRON CODE OF CONDUCT – COVID-19**

#### **I. Purpose**

The following rules and procedures are enacted as a supplement to the Library's existing "Maintenance of Public Order at Library Facilities" Policy, which also governs the conduct of patrons in the Library, pursuant to Education Law § 262.

The purpose of this Policy is to set forth the new, temporary, Library rules and procedures enacted as a result of the COVID-19 pandemic, and the ensuing State of Emergency that began March 7, 2020. This Policy is designed to increase the level of safety, hygiene and security for the entire Library community.

#### **II. Use of Masks/Face Coverings**

Pursuant to NYS Executive Order 202.34, all patrons over the age of two, and medically able, shall be required to cover their nose and mouth with a mask or cloth face-covering when in the Library.

Patrons who refuse to wear a mask or cloth face-covering will be asked to leave the Library premises. Patrons who do not have a mask or cloth face-covering will be offered one.

#### **III. Social Distancing**

Pursuant to the guidance of the Center for Disease Control ("CDC") guidance, the Library expects all patrons who are not part of the same family/group, to practice adequate social distancing. The CDC recommends at least six feet (about 2 arms' length) from other people. The Library Policy is to enforce the same. The Library has also taken the following steps to allow for better social distancing:

- 1) Security will be at the main entrance to monitor the number of people entering the building;
- 2) Markers will be placed on the floor and around the Library to indicate social distancing;
- 3) Signage will be posted to direct patrons and staff, and limit bi-directional travel.
- 4) Furniture has been re-arranged.
- 5) Room capacity will be limited as per Administration's directive, and signs posted.

#### **IV. Hygiene**

As with our staff, the Library expects that patrons **will not** enter the Library if they are sick or if they are experiencing COVID-19 symptoms, or if they have tested positive for COVID-19 and have not yet received a follow-up negative COVID-19 test.

Hand sanitizer will be placed throughout the Library. Please use this often.

#### **V. Unattended Children**

Until further notice, the Unattended Children's Policy will be temporarily amended such that all children under the ages of 11, will be required to be accompanied by a responsible adult in order to use the Library.

Approved by the Board of Trustees  
June 15, 2020