

## **Canaan Town Library COVID-19 Health & Safety Policy**

### **Purpose**

COVID-19 spreads mainly from person-to-person. Individuals without symptoms may still be able to spread the virus. Additionally, vaccinated individuals still carry a low risk of becoming infected and spreading the virus. The World Health Organization (WHO), Centers for Disease Control & Prevention (CDC), and New Hampshire Department of Health and Human Services (DHHS) have recommended certain practices in order to reduce the likelihood of transmission and decrease the spread of COVID-19. Canaan Town Library strives to provide a safe environment for our staff, our patrons, and the Canaan community and in doing so may implement a policy enforcing face coverings temporarily with or without an issuance by local, state, or federal officials.

The Canaan Town Library Board of Trustees are the governing body of the Canaan Town Library in accordance with New Hampshire RSA 202-A:6.

### **Policy**

- Mask that fit over your nose and mouth may be required to be worn in all interior areas of the Library by patrons ages 3 and above. We ask that you bring your own mask; however, one will be provided for you if you forget.
- Mask that fit over your nose and mouth may be required to be worn in all interior areas of the Library by Library staff. Masks will be provided for Library staff.
- The Library's maximum occupancy may be adjusted in order to more safely provide in-person browsing and services. We ask that you be mindful of social distancing when near other patrons and Library staff.
- Library staff will ensure that social distancing guidelines are being followed.
- When a mask policy is in place, patrons who cannot wear a face covering due to a medical condition may be provided a reasonable modification. Such modification may include ordering online or by phone, accessing materials with Library Take Out (contact-less pick up), or library staff instructing the patron how to access the Library's virtual services.
- When a mask policy is in place, patrons who refuse to wear a mask may not be permitted to enter the Library and will be given information by Library staff on how to use the Library's virtual services, and how to access library materials with Library Take Out (contact-less pick up).
- If you or someone in your household is exhibiting symptoms of illness please do not enter the Library. We encourage you to utilize our Library Take Out (contact-less pick up) service instead.
- Soap and water are available in the Library's restroom. Hand sanitizer has also been made available throughout the Library. You are encouraged to use them throughout your visit.

## **Procedure**

- Patrons who do not follow the policy as outlined above may be addressed by any member of the Library staff to be reminded of the policy.
- Patrons who refuse to follow the policy after speaking with a member of the Library staff may be asked to leave the building and/or premises.
- 1<sup>st</sup> instance, patrons will receive a reminder to wear mask properly with an offer for a better fitting mask. 2<sup>nd</sup> instance, patron will be provided with remote access information and asked to leave library until they are able to follow all library policies. Patrons are always welcome to attend the Trustee meetings to voice their concerns.

Approved by majority vote of the Library Trustees, 7 September 2021.