

## Temporary Pandemic Response Policy—Patron Safety

During the COVID-19 crisis, library staff will enforce safety measures in accordance with the CDC, WHO, and IDPH. Patrons are expected to follow all safety policies. Any patron not abiding by these rules may be required to leave the library premises. Library employees will contact the Galesburg Police Department if necessary. Library staff or police determine when a patron must leave the library. The Patron Behavior policy updated on November 7, 2019 applies.

- Patrons must wear a face mask at all times while in the library. If they do not have a mask, library staff will help them locate one. The mask must be worn appropriately and effectively according to CDC guidelines, including covering the nose and mouth at all times. Patrons under 2 years old are exempt from this rule.
- During events outside of the library building or taking place offsite, patrons, presenters, and volunteers must wear face masks when social distancing is not possible.
- Patrons are expected to follow social distancing guidelines by maintaining a distance of six feet from other patrons and library employees. Staff will arrange furniture, public computers, and floor markings to indicate safe distances. When a distance of six feet is not possible, interactions must be brief.
- Library staff will limit the number of patrons in the building to easily observe social distancing guidelines and avoid overcrowding.
- Sections of the library may be temporarily blocked from patron access to eliminate close contact risks.
- Patrons experiencing symptoms of COVID-19 are asked to avoid coming into the library. Patrons appearing to have symptoms may be asked to leave the library.
- Patrons are expected to observe hygiene etiquette including covering one's mouth when coughing or sneezing, throwing used tissues in the trash, and washing hands or using hand sanitizer after coughing, sneezing, and nose blowing. The library will make hand soap, hand sanitizer, tissues, and trash cans readily available for public use.
- During Service Level III, children up to age 11 must have a parent or caregiver in the immediate vicinity of and in visual contact with the child. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform them of the rules. If the parent/caregiver cannot be found, the police may be called for assistance.

Adopted June 4, 2020  
Revised August 6, 2020  
Board of Trustees  
Galesburg Public Library