

## **Greenfield Public Library COVID-19 Policies & Procedures**

- Patrons must wear face masks covering their nose and mouth at all times.
- Patrons must maintain 6 feet of social distancing from non-family members.
- Patrons who are either experiencing COVID-19 symptoms or are under a mandatory quarantine, may not enter the library.
- All library visits are limited to 30 minutes per day.
- Patrons may be asked to show ID. Any patron who refuses to identify him- or herself upon request of the library staff will be asked to leave the library for the day.
- Patrons 18 years of age or older are welcome to use a sit-down computer or check out a laptop for in-library use. Patrons under the age of 18 must be accompanied by a parent or guardian at the computer/laptop for the entirety of the session. All computers and laptops are self-service with limited staff assistance available. Computer sessions are limited to 30 minutes per day.
- Study rooms and the Community Room piano are not available for use.
- All returned items are quarantined for five days before being checked in. Items will be backdated to the returned date upon check-in.
- Library occupancy is limited to 25 patrons at a time.
- Library staff follows a rigorous cleaning schedule in order to regularly sanitize high-touch surfaces and computers after use.