**Town of Hanna Library Board**

**COVID-19 Policy: Physical Distancing**

In accordance with the Alberta Government “COVID-19 Information: Guidance for Libraries” document (as of June 9, 2020), and the new restrictions introduced by the Alberta Government on December 8, 2020, the Hanna Municipal Library is taking the steps necessary to encourage and maintain physical distancing of patrons.

* All patrons and staff will be required to wear masks inside the library. Masks must be worn unless staff are in a closed office space.
* A physical barrier has been installed at the circulation desk.
* Furniture and seating have been re-arranged or removed to support physical distancing and discourage social gathering.
* The children’s play area will remain closed and communal toys have been removed.
* Physical distancing and directional posters have been placed throughout the building and where necessary physical distancing markers will be put in place.
* Programming has been limited and modified to minimize close contact with the facilitator and to ensure physical distancing from other participants.
* The number of patrons inside the building at one time will be limited.
* Curbside pickup will be available and encouraged to limit the number of patrons inside the library. Physical distancing is required and curbside pickup must be contact-less.

**Approval Date: August 10, 2020**

**Amended: December 14, 2020**

**Date for Review: September 2021**