

[Insert] School District

Library Reopening Plan and COVID Response

Library programming services can continue to be provided in a safe manner for both library staff and students following CDC, MI Department of Health guidelines and locally developed Health & Safety Plan.

[School Librarian Role in Pandemic Learning Conditions](#)

School librarians fulfill five important roles: instructional partner, teacher, leader, information specialist, and program administrator, all of which highlight the profession's skill at building relationships and creating an inclusive school culture. During the COVID-19 pandemic, schools need this librarian skill set more than ever as they adapt to meet the current needs of learners in a constantly changing learning environment. [Chart & Resources](#) (AASL)

[Pandemic Resources for School Librarians](#) (ALA/AASL)

[School Librarians at the Center of School Renewal and Transformation](#) (infographic)

[School Librarians and the COVID Slide: School Librarians at the Center of School Renewal and Transformation](#) (White Paper)

[Translation of Practice for School Librarians](#) - In-School & Remote Practices (NYC Department of Ed & NYC School Library System)

[Community, Work & School: Reopening](#) (CDC)

- Schools & Child Care
- Cleaning & Disinfecting

[Virus Life on Circulating Materials](#) (REALM)

As a part of the [Reopening Archives, Libraries, and Museums \(REALM\) Project](#), scientists have found that the virus SARS-CoV-2 that causes COVID-19 is not detectable on identified items after the following time periods:

- 1 Day: hardcover books (buckram cloth), softback book covers, plastic DVD cases
- 2 Days: archival folders
- 3 Days: plain paper pages inside a closed book, mylar protective book cover jackets
- 4 Days: (stacked items) softback book cover, glossy book pages, children's board books, magazine pages
- 5 Days: storage bag (flexible plastic) or the DVD
- 6+ Days: plexiglass, storage container (rigid plastic), talking book USB
- 6+ Days: (stacked items) softback book cover, hardback book cover, plastic protective cover, DVD case, polyethylene foam (see graphic on next page)

See ongoing laboratory testing results [listed here](#).

[Michigan School Library SL21 Benchmarks](#)

Benchmarks defining a quality school library program in Michigan.

Plans should be flexible and change fluidly as new data and additional school and government guidance become available

Library Opening Plan

PHASES 1-3: MI SAFE SCHOOLS PLAN

INSTRUCTION 100% REMOTE LIBRARIANS WILL:

- Provide instruction to students both synchronously and asynchronously remotely
- Maintain library website
- Curate and maintain lists of instructional and social emotional resources and tools
- Attend planning meetings with teachers and educational partners
- Provide technology support to school community
- Provide professional development on digital resources and tools
- Provide guidance on copyright

CIRCULATION 100% REMOTE LIBRARIANS WILL:

- Develop collection of high-quality digital resources to meet diverse needs of teachers and students
- Purchase additional digital resources
- Provide tutorials for students and staff on digital resources and tools
- Make recommendations on digital resources to meet diverse needs of teachers and students
- Provide books to students through curbside pick-up
- Follow guidelines from REALM for handling and quarantining print books & materials

PHASES 4 & 5: MI SAFE SCHOOLS PLAN

INSTRUCTION: REMOTE or IN-PERSON (per district plan) LIBRARIANS WILL:

- Provide instruction virtually or in-person per district plan
- Provide other tasks listed in Red Level Above

CIRCULATION: LIMITED LIBRARIANS WILL:

- Provide circulation tasks listed in red level
- Limit access to physical library space per district plan
- Check out books to teachers for instructional purposes
- Provide books to students through curbside pick-up (for remote) or classroom delivery (for in-person) or through limited library access
- Follow guidelines from REALM for handling and quarantining print books & materials

PHASE 6: MI SAFE SCHOOLS PLAN

INSTRUCTION: IN PERSON

- Library instruction returns to normal

CIRCULATION: NO LIMITS

- Library visits and book check out returns to normal

LIBRARY SAFETY PROTOCOLS (During Yellow)

- Signage/practices enforcing CDC safety and social distancing guidelines will be in place
- Hand sanitizer will be provided near entrances and exits
- Plastic desk shield will be mounted at checkout desk
- Faculty, staff and students must wear masks per district guidelines
- Use of shared computers and equipment will be restricted

BOOK HANDLING PROCEDURES (During Red & Yellow)

- Book return containers will be positioned for easy return of items
- Library materials will be quarantined for a minimum of 5 days
- Gloves will be used by library staff when handling library materials



KEY

- Item is tested in a stacked configuration.
- Item is tested in an unstacked configuration.
- Item showed trace amount of virus after six days.
- Item was above LOQ after six days.