

## **School Visits & SLS Staff Social Distancing Guidelines**

**SLS Staff are due to visit your school. The following procedures should ensure that their visit is successful, safe and follows proper social distancing guidelines:**

- The date of the visit should be prearranged between SLS staff and the school
- When arranging the visit, time frames for SLS staff arrival and departure are to be agreed with schools
- Schools are asked to share any appropriate Risk Assessments and Guidelines to SLS staff prior to their visit
- All school technology that will be used by SLS Staff during the visit should be wiped down prior to SLS staff use and after
- We recommend that school libraries should have had limited to no contact/use of books for 72 hours prior to SLS staff arrival and advise schools to leave library out of use for 72 hours after SLS staff visit; this is in accordance with HCC guidelines

**Please contact your local centres to discuss these arrangements**

### **Additional Information:**

- It is recommended that books with plastic jackets are quarantined for 72 hours. Unjacketed books should be quarantined for 24 hours.
- National Guidance for school libraries and safely using books during Covid-19 can be found at  
<https://www.cilip.org.uk/news/news.asp?id=506793&hhSearchTerms=%22Covid+and+19%22>