



121 Diamond Spring Road
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www.denvillelibrary.org

CHECK-IN PROCEDURES FOR DENVILLE LIBRARY PROGRAMS

BE SURE TO COMPLY WITH ALL NJ DEPARTMENT OF HEALTH GUIDELINES

1. All Library staff must wear face coverings and use hand sanitizer or soap and water between each program.
2. Library staff must maintain an attendance list for each program.
3. Library staff must instruct individuals ages 2 and older to properly wear face coverings and maintain social distancing of at least six feet at all times.
4. A signed and dated Township of Denville waiver must be submitted prior to participation. **NO WAIVER, NO PARTICIPATION, NO EXCEPTIONS.**
5. Library staff must confirm that each participant ages 2 and older has a properly worn face covering, except when wearing a face covering would inhibit that participant's health. Unless a participant asserts that a medical condition prevents them from wearing a face covering, participants without a properly worn face covering will be sent home.
6. Library staff will display a sign with the COVID-19 screening questions for participants at each Library program. If you answer yes to any of these questions, you cannot attend the program. The screening questions are:
 - a. Have they had a fever of 100.4 degrees or higher in the last 24 hours?
 - b. Have they exhibited any of the following symptoms over the past 14 days: fever or chills, dry cough, shortness of breath/difficulty breathing, fatigue, muscle/body aches, headache, new loss or taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea?
 - c. Have they been in close contact (within six feet for at least 10 minutes) with anyone who has tested positive for COVID-19 in the past 14 days?
 - d. Have they travelled internationally or to any of the US states subject to quarantine during the past 14 days?