



BCTLA Recommendations for Access to Library Learning Commons (LLC) Resources to Meet COVID-19 Requirements

The BCTLA recognizes that Library Learning Commons' (LLC) spaces and programs continue to look different to meet the current Government health requirements. Further, we recognize that changing Government guidelines may necessitate changes to these spaces and programs throughout the year. We encourage all teacher-librarians to meet with their administration team and, in a spirit of collaboration, develop procedures for reopening LLC spaces and programs in a way that ensures student and staff safety.

Current Covid-19 Information

The following information is specific to BC:

- “At this time, there is no evidence that the COVID-19 virus is transmitted via textbooks, paper or other paper-based products. As such, there is no need to limit the distribution or sharing/return of books or paper-based educational resources to students because of COVID-19.”
- “Laminated or glossy paper-based products (e.g. books, magazines, worksheets, etc.) and items with plastic covers (e.g. DVDs) are low risk items. Regular book browsing and circulation processes can occur as normal. There is no need to clean, disinfect or quarantine these items for any period of time.”
- “Schools should install a barrier made of transparent material at the library check out desk if physical distance cannot be regularly maintained.”

<https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidelines.pdf> (updated February 2021) * Please note: BC Government Health and Safety guidelines are frequently updated. Regularly checking online for updates is recommended.

FOR THE MOST UP-TO-DATE INFORMATION, VISIT THE BC CENTER FOR DISEASE CONTROL AT <http://covid-19.bccdc.ca/>.

FOR INFORMATION AS IT PERTAINS TO SCHOOLS, VISIT THE COVID-19 OPERATIONAL GUIDELINES FOR SCHOOL DISTRICTS WEBSITE AT

<https://www.openschool.bc.ca/covidguidelines/#overview>.

(Click on Health and Safety)

Library Learning Commons Spaces

When setting up and using your LLC, consider the size of your space, and how many students and staff can safely be in your space while adhering to physical distancing and physical contact requirements. You may also want to consider:

- offering 'virtual' support to classes from your LLC utilizing district-approved video conferencing platforms such as MS Teams or Google Meets
- setting up chairs spaced apart for physical distancing of students during LLC presentations
- having students return to sit on the same chairs after book selection
- scheduling the students in the same learning cohort to visit the LLC one after the other so that frequently touched surfaces and library resources can be visited by several classes from the same cohort prior to sanitizing
- talking with your administration about timing of custodial staff cleaning of surfaces that have been touched, for example computer keyboards, tablets and maker resources
- making your checkout desk wider to maintain a safe physical distance, for example, by adding an extra table or chair. A transparent barrier for the LLC check-out desk should also be installed.
- scheduling visits so your doorway is used in one direction at a time. If you have 2 or more doors consider separate entry and exit points.
- closing sitting areas to students and staff unless needed for classes attending lessons
- reminding teachers to have students wash or sanitize hands prior to coming to the LLC and before returning to the classroom
- placing fun markers on your floor to show safe physical distances and placing arrows to show direction to access library shelves.
- asking the teacher to bring library bags to the LLC when the class comes and have them spread them out for the students so that books may be placed directly in the bags by students before they leave the LLC
- having students scan their own LLC resources using a secured scanner, or holding them so you can scan them from a distance
- setting rules on how commonly used items in the LLC such as photocopiers or printers can be accessed safely
- having students bring their own learning supplies, such as pens, erasers, scissors, etc., with them to the LLC.
- using signage, bookmarks and websites to share new guidelines for use of LLC resources and space
- creating a document or presentation to explain to staff, students and families how to access the online catalogue, place holds (if possible) and pick up LLC resources.
- reminding staff and students to wear masks within the LLC since it is a common area used by all members of the school community
- taking STEM and ADST activities to the classroom and planning them with your school learning groups or cohorts

Please contact your BCTF Local should you have questions or concerns.

