

## **Restricted user service and hygiene concept in the reference library due to COVID-19**

In compliance with strict safety and hygiene regulations, the reference library of the International Youth Library (IYL) will reopen its doors on May 13, 2020

The opening hours are:

Monday to Friday: 10 am to 4 pm

Until further notice, the use of the reference library by external visitors is limited to three users and is only possible after prior registration by e-mail, at [lesesaal@ijb.de](mailto:lesesaal@ijb.de) . Please include your personal data and state the subject of your work.

We kindly ask you not to visit the library when you are feeling unwell and suffer from coughs, sniffles and/or other respiratory diseases.

Please pre-order your literature as usual via the IYL's online catalogue (delivery time will be about 2 weeks). In addition to the material you order, you are welcome to use all the books available in the reading room.

### **Hygiene regulations**

In order to protect the library staff as well as our patrons and visitors, a contact restriction applies during your stay in the reading room.

Please note the following IYL regulations when entering the premises and the library building:

- For your own protection and to protect the IYL staff, you are requested to wear a face mask when entering the premises.
- Please enter the main building of the IYL and register with a staff member at the general reception shop; they will show you the way to the reference room.
- Put your personal belongings, such as jackets, umbrellas, large bags, etc.... into the lockers and/or on the coat rack provided in the basement of the reference room.
- Keep a distance of at least 2 meters from other people.
- Observe the barriers and distance markings in the reading room.
- Be scrupulous about hand hygiene: Please wash your hands regularly with soap and water and use your hand sanitisers upon arrival.
- Cough Etiquette: Cover your mouth and nose using a tissue or your upper sleeve, not your hands, when you cough or sneeze
- Avoid shaking hands.
- For your own protection and for the protection of others, please wear your face mask whenever you leave your assigned desk.
- A member of staff will deliver the books you order/ordered.
- At the end of your stay, please leave the books on your desk. A member of staff will collect them.

Thank you and stay healthy

International Youth Library