

**Aram Public Library Policy 5.4  
Pandemic Operation Policy**

**Adopted August 13, 2009**

In the event of a pandemic, Aram Public Library will implement specific measures to be taken in order to provide for the health and safety of the patrons and staff.

**Staff guidelines**

1. During a pandemic, staff will be expected to report to work as usual unless directed by the director or by designated person in charge.
2. Should a staff member or a member of their family be exposed to or contract the cause of the pandemic, said staff member should not report to work.
3. Staff members who have contracted the cause of the pandemic will be asked to provide a note from their doctor stating that they have recovered from the disease before returning to work.

**Operational Guidelines**

1. Until otherwise directed by the either the City of Delavan or the Walworth County Health Department, the library will continue normal operations.
2. Should the Delavan Darien School District close schools due to pandemic illness, all library programming will immediately cease.
3. The library reserves the right to modify operational hours based on the amount of available staff.
4. If the library is directed to close to the public, library staff may still be directed to report to work.

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