

# Grace King High School Library

## Operations and Safety

We are delighted to welcome our students back to the Grace King Library. We are following all CDC protocols to ensure that our students may safely use all of our resources offered in the library.

Students may visit the library during both lunches. The library will open 5 minutes after the lunch period has begun. Each student will be required to sign in and then will be assigned to a designated area in the library. Students may sit on the first floor of the library to use their Chromebook, socialize, or read. The second floor of the library will be used for quiet reading or studying. Library capacities are as follows: first floor capacity will be limited to 20 students and the second floor will be limited to 20 students. Capacities will be reviewed as CDC protocols are updated.

Students are allowed to stay in the library for 15 minutes through the duration of lunch, unless there is a waiting list. After 15 minutes, students will be released to return to their static lunch group. A sanitizing station will be set up on the first floor and the second floor. Students should wipe their tables and chairs before sitting.

Students are encouraged to check out books up to a 3 week period. Books returned will be placed in the designated book drop, for a three day waiting period, and then checked in and reshelfed.

Should a group of students wish to schedule a meeting for a club or organization, they must contact Ms. Carter at [Tawanda.mcpherson-carter@jpschools.org](mailto:Tawanda.mcpherson-carter@jpschools.org) to reserve a meeting space.

Should a student have any questions or need help, please don't hesitate to contact your Grace King librarians. We're here to help them read, research, and relax!

Tawanda M. Carter and Michelle McCabe  
Grace King Librarians