

Curbside Checkout Safety Protocols:

- Media Specialist will follow all safety procedures of FSE and RCPS including wearing a mask in the building and during the pick-up/drop-off and wearing gloves during the exchange of books.
- Each Monday: Books will be pulled by the media specialist, checked out to the appropriate student, sanitized, and placed into a plastic grocery bag. The bag will be labelled, and the handles tied shut. Students will be contacted via itslearning or the preferred method indicated by a parent/guardian that their books are ready to be picked up.
- Each Wednesday: The media specialist will be in front of the school from 1-3pm with the bagged and labelled books. Parents will pull through the car rider line to pick up new books and return previously checked out books. Parents and students will remain in their vehicles.
- During pickup, books will be handed to students in a bag with their name on the bag.
- Returned books will be placed on a cart and brought to the media center upon completion of the drop-off session.
- Returned books will be quarantined for a full 7 days on carts or spread out on tables to “air out” and kill germs based on the recommendation of the American Library Association.
- Books will not be checked out to new patrons until the 7-day quarantine period is completed.