

Re-opening the Linnean Society Library

Notes for staff and visitors



The Linnean Society Library has been closed to all readers since COVID-19 restrictions were imposed in late March. We are delighted to be able to re-open our service, on a limited basis, from **Wednesday, August 5**.

From 1 September the Library will open two days a week: **Wednesdays and Thursdays**.

Our opening hours are still restricted to **10:30am - 3:30pm**.

Access will be **strictly by appointment, booked at least 48 hours in advance**. We regret that visitors without an appointment – including Fellows and Associate Members – cannot be admitted.

We recognise this is a truncated service, and apologise for the inevitable inconvenience this will cause. We hope to gradually extend our opening hours in the coming months, and will keep all readers informed.

Precautions during your visit

To safeguard everyone's health and safety, and ensure the smooth running of the library service, we have introduced a few new procedures for visitors and staff. All readers are asked to familiarize themselves with these procedures ahead of their visit.

- **No reader will be admitted to the Library without an appointment**, booked with a member of Collections Staff at least 48 hours in advance. Readers will be asked to specify which items they wish to consult, so material may be fetched ahead of their arrival.
- **Readers with coronavirus symptoms** (a high temperature; a new, continuous cough; or a loss of, or change in, your sense of taste and/or smell) are kindly asked to postpone their visit and remain at home. Please see the [NHS website](#) for symptoms.
- Readers will be asked to observe good hygiene and social-distancing during their visit. **The wearing of a face covering will be required by all visitors to the reading room** (excepting those with an exception on health grounds). Hand sanitizer will be provided.
- **No more than three readers** will be accommodated in the reading room at any one time.
- We would ask readers to adhere to COVID-19 regulations in advance of their arrival (i.e., the wearing of face masks on public transport, and socially-distancing as far as possible).

- Staff handling library material for readers will wear PPE, including gloves and face masks. PPE will be washed or disposed of at the end of each day.
- New visitors to the library will be required to register, bringing one piece of photo ID (ideally a driving licence or passport). **Readers should note that information provided at registration may be shared with the NHS Test & Trace programme.** The Linnean Society's data protection and privacy policy can be consulted [here](#).
- Readers will be assigned a desk, to which material will be delivered ahead of their arrival. This desk will be disinfected after your visit.
- Dedicated toilet facilities will be made available for readers. These will not be used by staff and will be regularly cleaned.
- After consultation, material will be quarantined for 72 hours before being handled again.

All other regulations governing library use (including library loans) remain in effect. These may be consulted on our website: <https://www.linnean.org/research-collections/access/use-the-library-or-visit-us-1>

If you have any questions concerning these procedures, or any other aspect of the library service, please speak to a member of staff, or email library@linnean.org.

We look forward to welcoming you to the Society soon.

Published: 07-07-2020

Last Updated: 16-09-2020