

SOAS Library Procedure to support COVID-safe compliance

How SOAS Library supports compliance

Visitors are provided with COVID-safe guidance and/or training before their visit outlining the measures on campus. This includes clear information about the action required of visitors.

Signage on site reminds visitors of COVID-safe measures in place including action required.

Library staff remind visitors to use the sanitiser provided at the library entrance to sanitise their hands. Staff check that visitors are wearing face coverings as they enter the library.

Library staff ensure that users are reminded of the key elements of SOAS's approach to COVID-safe practice as they enter the library

Staff patrol spaces regularly to support compliance and they speak to anyone who may not be complying with COVID-safe practice

[sentence about COVID-19 reps to be added as and when relevant]

What you can do

Please politely remind others of the rules. However, note that others may choose whether to listen or may be exempt from certain rules. You can also contact SOAS staff for assistance if you have any concerns about others' behaviour in the library.

The action our staff take if visitors do not comply with social distancing rules includes the following:

Staff will remind library users of the rules and ask them to comply. Staff will clearly indicate the action or outcome required.

If an issue cannot be resolved quickly in the judgment of authorised SOAS staff, the visitor will be required to leave for at least 30 minutes and can return when they are in a position to comply with the rules.

Individuals are required to show their SOAS id if required by authorised staff and details of individuals required to leave will be kept securely on file for a period of one month.

Persistent non-compliance will result in visitors being required to leave for 30 minutes. Further instances of persistent non-compliance may lead to a longer ban at the discretion of the Director of Library, Learning and Research or other authorised senior staff.

This means that if staff repeatedly have to remind you to wear a mask or sit in the correct seating, you will be asked to leave the library.

SOAS also reserves the right to pursue serious and persistent non-compliance by means of the Student Disciplinary Procedure and/or Staff Disciplinary procedures. Details of these procedures are available on SOAS website.

SOAS Library reserves the right to block entry for staff or students who have not completed mandatory COVID-safe training.

Closure of spaces

Where several individuals or groups in an area are not complying with social distancing rules or rules on wearing of face covering, the SOAS Library reserves the right to close the area or the library for up to 30 minutes.

Exemptions from wearing a face covering

Sunflower lanyards are available from Paul Webley Wing reception.