



The  
University  
Of  
Sheffield.

The  
University  
Library.

16 JUNE 2020

# THE UNIVERSITY LIBRARY - RETURN TO CAMPUS PLANNING UPDATE.

## THREE STAGE PLAN

Since the closure of our physical library sites in March, the University's digital library has been open as usual. The extensive digital library has close to a million ebooks and over 60,000 journal titles. We continue to work hard to build on this collection by evaluating, collating and managing access to open source materials and resources that are being made more openly available at this time. The digital library is complemented by a suite of online information and digital literacy tutorials, and a virtual advisory team, with specialist librarians ready to support you.

As we continue to further develop our digital offer, we also understand that the Library's physical resources and spaces are important to you. We are now able to update you on our planning for return to campus. Following the introduction of the BOOKS 2 YOU service in July, we are now working to operationalize the digitisation service outlined in stage 2. In preparation for the start of the academic year, we are in the process of working with colleagues across the University to undertake detailed assessment of spaces and services on site (Stage 3). All stages will be carefully monitored and reviewed according to changes in guidance and restrictions.

### ASSESSMENT FOR THE SAFE RETURN TO WORK ON CAMPUS

#### STAGE 1

1. Building readiness - working with colleagues across the University to assess the safety of library buildings, undertake risk assessments, initiate cleaning regimes, and other related tasks.
2. Workforce readiness - assess equalities issues, rotas and on campus working patterns, plan and undertake mandatory training, induction to new processes and procedures.

### PRIORITY SERVICES FOR SUMMER 2020

#### STAGE 2

1. BOOKS 2 YOU service to retrieve materials from our sites and deliver them directly to staff and Postgraduate students, where those materials are required for research.
2. Digitisation of original and secondary materials of priority to research and learning and teaching, where feasible and copyright and donor permissions allow.

### PREPARATION FOR THE NEXT STAGES OF RETURN TO CAMPUS

#### STAGE 3

1. Working with colleagues across the University to undertake detailed assessment of spaces and services on site, to understand what might be achievable next.
2. Preparing for Covid-19 secure use of spaces and services in the future, with appropriate social distancing measures, hygiene regimes, and managed entry and exit and movement through buildings in place.

**CONTACT  
US**

If you have any questions, our specialist Librarians are ready to help with one-to-one support.

You can chat with us online, or email: [library@sheffield.ac.uk](mailto:library@sheffield.ac.uk). Find our FAQs at <https://libraryhelp.shef.ac.uk>