BUSINESS CLOSURE POLICY

Effective: September 24, 2026 Next Review: September 2030

PURPOSE

To establish the days and circumstances in which the London Public Library (Library) locations will be closed to the public.

POLICY STATEMENT

The London Public Library Board sets the hours of operation for the Library. In September each year, the Library Board will set the Library's business days and the days on which the Library will be closed to the public for the following calendar year.

The Library will be closed each year on:

- New Year's Day (Jan 1)
- Family Day (3rd Mon in Feb)
- Good Friday (varies)
- Easter Monday (varies)
- Victoria Day (3rd Mon in May)
- Canada Day (Jul 1)
- Civic Holiday (1st Mon in Aug)
- Labour Day (1st Mon in Sep)
- National Day for Truth & Reconciliation (Sep 30)
- Thanksgiving Day (2nd Mon in October)
- Christmas Eve (half day) (Dec 24)
- Christmas Day (Dec 25)
- Boxing Day (Dec 26)
- New Year's Eve (half day) (Dec 31)

and on any day proclaimed by the Canadian government as a statutory holiday, by the Ontario legislature as a public holiday, and/or any other days as the Library Board shall direct.

When any of the above days falls on a Sunday, the Library will be closed on the next open day following.

The Library Board will determine any other days of closure for reasons such as interruption of services for infrastructure or facility improvements, staff development, or based on the recommendations of the CEO & Chief Librarian (CEO).

Occasionally, locations may be closed during the Library's established business days due to extreme weather or other kinds of emergencies that make it unsafe to open and/or for occupancy. The authority to close the system or any branch under such circumstances shall be vested in the CEO or designate. The Library will provide public notice of such closures as soon as reasonably possible.

INQUIRIES

CEO & Chief Librarian