

My Open Library at Dalkey Library



Day	Staffed hours	Open Library hours
Monday	9.30am-5pm	8am-9.30am 5pm-10pm
Wednesday		
Friday		
Saturday	1.15pm-8pm	8am-1.15pm 8pm-10pm
Tuesday		
Thursday		
Sunday	No staff	8am-10pm



Closing Time

The library closes at 10pm sharp. Please follow the audio instructions and leave the library on time. The alarm will set automatically at closing time. Anyone remaining in the library will activate the alarm, calling the security company.

Emergency Procedure



If there is a fire alarm or power cut, please leave the library through the nearest emergency exit. A fire alarm will trigger a siren and an audio recording telling everyone to evacuate.

There are 2 emergency exits (as shown on the map):

- beside the bathroom in the junior library
- beside the meeting room in the adult library

The assembly point is at the rear of the carpark.

If you feel unsafe in the library, or someone follows you in without validating their card:



- use the intercom to contact the monitoring company



- contact emergency services using your own device. The library's eircode is **A96 AK28**



The first aid box is on the wall to the left of the front door.

The My Open Library service offers extended opening hours by providing library access to members from 8am to 10pm every day. Staffed hours continue on the normal schedule. You must be 16 or over to register for this service.



Entering the Library

- You must have your library card and PIN
- Hold your card in front of the barcode reader beside the front door with the barcode facing up and the numbers facing in. When you hear a beep, enter your PIN.
- The door will open automatically for 15 seconds. Wait beyond the lobby until the door has closed. It is your responsibility not to let anyone else in.
- You must enter separately when visiting with another My Open Library member.
- The door will open automatically to allow you to exit.

The library is monitored by CCTV at all times.

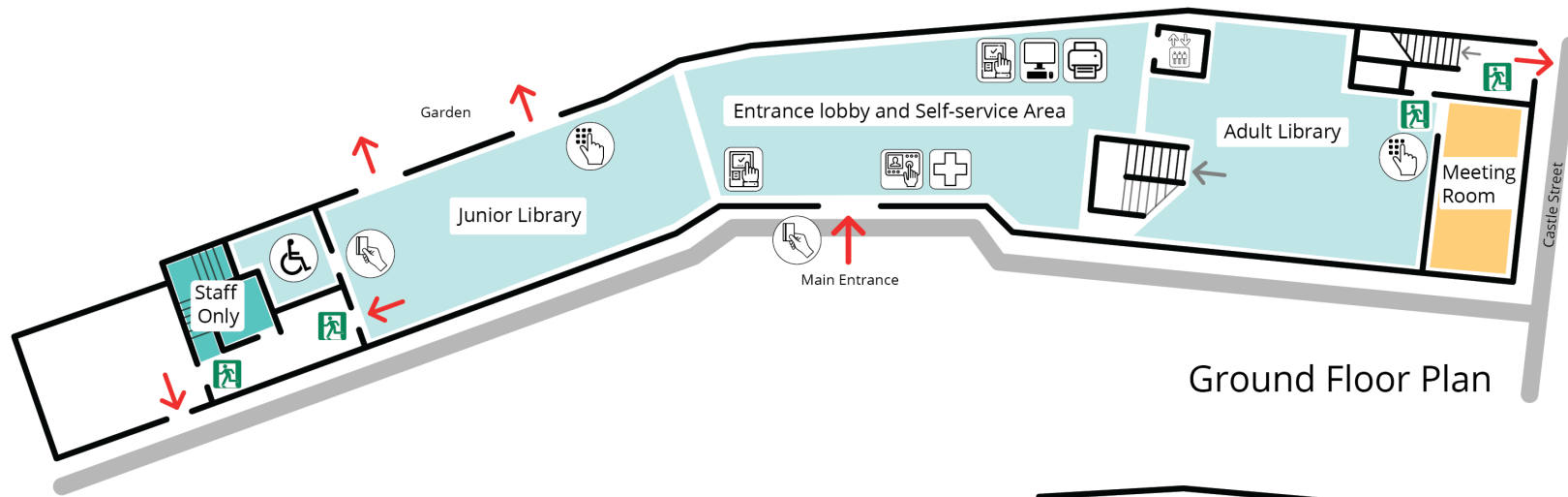
The fire exits should only be opened in the event of an emergency.



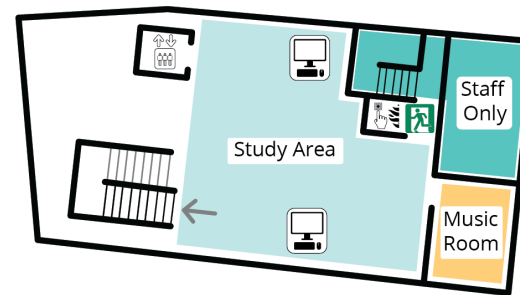
Entering the Toilet

- You must have your library card.
- Hold your card in front of the barcode reader beside the door with the barcode facing up and the numbers facing in.
- Turn the handle to open the door.
- To exit, press the switch beside the door inside and turn the door handle.

Dalkey Library floor plan


















Ground Floor Plan



First Floor Plan

Note: The garden is only open during staffed hours

Key

- | | | | | |
|---|---|--|---|--|
|  Self-service Kiosk |  WiFi throughout |  Printer |  Elevator |  Public Space |
|  PIN Access |  Swipe Access with App or library card |  PC Area |  First Aid |  Bookable Space |
|  Emergency Exit |  Accessible Public Toilet |  Intercom |  Fire Refuge |  Staff Only |