**Abbots Langle y Library Visual Story**



**Abbots Langley Library, High Street,**

**Abbots Langley, WD5 0AP**

**Opening Hours:**

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| --- | --- | --- | --- |
| Monday | 1.00pm | - | 6.00pm |
| Tuesday | 9.30am | - | 6.00pm |
| Wednesday | Closed |  |  |
| Thursday | 1.00pm | - | 6.00pm |
| Friday | 9.30am | - | 6.00pm |
| Saturday | 9.30am | - | 1.00pm |
| Sunday | Closed |  |  |

This is a simple guide to help people visiting Abbots Langley Library for the first time, if you have any questions please ask the staff.

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| outside view of Abbots Langley library with trees in front | This is Abbots Langley Library   |
| a woman sitting behind a desk wit a computer screen in front. the woman is looking at the camera and smiling. she is a member of staff | This is the help desk. Ask here if you need help or have any questions.    You may have to wait if we are busy. |
| A woman holding her staff badge | Library staff are here to help. All library staff wear a badge like this.   |
| front and back of library cards | This is a library card, you will get one when you become a library member.    You need a library card to borrow books and online services along with the computers.  To get a library card, ask the staff at the help desk. |
| **a picture of headphones** | Sometimes we have noisy times in the library and you may wish to visit at a quieter time.    Or you can bring some ear defenders to wear. |
| a pink self service kiosk next to a printer on a table with a notice board in the background | This is a kiosk. You can borrow and return books here.    Follow the instructions on the screen. Ask the library staff if you need help.  If it is busy you may need to queue. |
| on the floor, three colourful wooden boxes full of picture books. in the back, shelves on walls with children's books with a window in between the shelves and a blue sofa by the window | This is the children’s area.   |
| inside the library. red sofa on the left. Shelves of books in the middle and in the background | There are lots of books you can borrow.   |
| Teenage novels on metal shelves. There are 2 bays of 5 shelves. | This is the teenage area just inside the door to your right as you walk in.   |
| toilet sign showing stylised figures of a woman, a man and a person in wheelchair on a blue background | There is a toilet in the library. If it is busy you may need to queue. |
| computer desk with 3 computer chairs and 3 monitors with a noticeboard in the background | These are some of our computers which you can use.    Library members can use them for free for one hour a day.  If the computers are busy you may need to book. Ask the library staff if you need help. |
| cid:e43681d1-e20f-4615-8f86-7795d43b3938@Hertfordshire.gov.uk | When you are ready to leave the library, take the things that you want to borrow to the kiosk and follow the instructions on the screen.    Ask the library staff if you need help.  If it is busy you may need to queue. |
| a right hand taking a receipt from the pink self service kiosk | You can take the things you have borrowed home. Print a receipt so you know when you need to bring them back to the library.    Remember to return or renew your items on time to avoid charges.  You can renew your items at the kiosk or:   * ask at the desk * online at [www.hertfordshire.gov.uk/libraries](http://www.hertfordshire.gov.uk/libraries) * Telephone: 0300 123 4049 * Textphone: 0300 123 4041 |
| cid:38b11f0d-3e1d-4975-99eb-d73f8a421c04@Hertfordshire.gov.uk | We hope you enjoyed the story.  If you need any extra help or information please ask a member of staff.    For more information on the library please visit our website:  [www.hertfordshire.gov.uk/abbotslangleylibrary](https://www.hertfordshire.gov.uk/abbotslangleylibrary)  Please come back soon. ☺ |