

## **INTERNET POLICY**

1. Library members may use public computers by either presenting their valid library cards or a valid piece of photo ID that clearly displays their name and face. Non-members may also use public computers by presenting a valid piece of photo ID.
2. Wireless internet is available for library members and non-members to access in the library facility.
3. Parents or guardians of a library member under the age of 18 who do not wish for their child(ren) to have public computer access must make a formal request in writing to library management in order to deny them access to the public computers. This request must clearly state why the request is being made. Parents or guardians of any member over the age of 18 with special needs may also make this request. The library cannot deny library users under the age of 18 access to wireless internet.
4. In the event there is a waiting list for people to use public computers, individuals who have been signed on for over 1 hour will be asked to vacate their computer, in the order they went on, to those waiting.
5. Printing is available for a fee. When printing material from the internet, it is the user's responsibility to ensure they are not violating copyright law.
6. The Library can accept no responsibility or liability for the use of the internet by children. Parents are responsible for their child's actions, as it is not possible for Library staff to control material accessed online.
7. The Library can accept no responsibility or liability for the quality or accuracy of information retrieved through the internet. This is the responsibility of the user.
8. Assistance from Library staff in internet use will be limited. Basic instructions may be provided and specific questions may be researched, depending on staff availability.
9. Users cannot use the Library's e-mail address in sending or receiving e-mail. Users are welcome to apply for their own e-mail address using a web service. Library staff may be available for limited assistance.

10. Users are advised to refrain from revealing their personal information such as addresses, banking, or credit card information and passwords on the internet.
11. Files, e-mail, bookmarks, etc. created on the computer will be deleted by the computer automatically at the end of each day.
12. Users are to refrain from the display or sending of information which may be reasonably deemed as obscene, illegal, discriminatory, defamatory, harassing, profane, causing annoyance and inconvenience, or for commercial purposes. Those found in abuse of this section will have their Internet privileges suspended, and may be barred from entering the library facility. Individuals may be reinstated after a period of time at the discretion of the Head Librarian.
13. Vandalism is defined as any attempt to harm, disassemble, or destroy equipment and/or data. This includes, but is not limited to, uploading, creating or transmitting computer viruses. Any individual(s) committing vandalism to library equipment will have their public computer access privileges revoked, and may be barred from entering the library facility and/or have charges pressed against them.
14. Other items arising that are not covered by the above sections will be left to the discretion of library management to resolve.

Revised September 13, 2019  
Richard Bee, Head Librarian