<u>**COMPUTER AND INTERNET USE POLICY**</u>

## Purpose

To ensure appropriate use of computer and Internet resources within the library.

1. **Policy**

   1. The library provides workstations for free public access to the Internet as an informational, educational and recreational resource. Use of the Internet via the library's wireless network is also bound by this policy.

   2. Use of electronic information resources, including the Internet, must be responsible, ethical, and consistent with the educational, informational and recreational purposes for which these resources are provided. Expectations include but are not limited to:

      a. No use of resources may be for unauthorized, illegal or unethical purposes.
      b. Respecting the privacy of others by not misrepresenting oneself as another user; not attempting to modify or gain access to files, passwords, or data belonging to others; not seeking unauthorized access to any computer system, or damaging or altering components of any network or database.
      c. Respect the privacy of others by not interfering with their computer use.
      d. Make only authorized copies of copyrighted or licensed software or data.
      e. Not sending, receiving, or displaying text or graphics that may reasonably be construed by library staff as offensive to the public. Websites acceptable in the adult department may not be acceptable in the children's department.
      f. Not making unauthorized changes to the setup or configuration of library software or hardware.

   3. The library assumes no responsibility for the use of the Internet by children. Subject to the above expectations, it is the responsibility of the user or the parent, guardian or caregiver, if the user is 17 years or under to determine what is appropriate.

   4. The library staff cannot control specific information on the Internet. Libraries do not vouch for or endorse either written material in their collections or electronic information. Selection policies that govern the library's purpose of written materials may not be applied to electronic resources.

   5. Library staff may impose restrictions on library equipment, such as time limits or types of use. Staff will require a valid library card or staff-issued guest permit for Internet computer use. Computer workstations in the Children's Services area are available only to children in 6th grade or younger or to teachers assisting children.

   6. While respecting individual user's right to privacy, the library staff reserves the right to monitor computer use to ensure compliance with policy.

7.  If the library staff observes behavior in conflict with this policy, they will ask users to remove themselves from library equipment.  Misuse or abuse of equipment or Internet access will result in suspension of library privileges.

8.  The library filters in compliance with the Children's Internet Protection Act (CIPA).


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