

## **Internet Policy**

### *Application*

This policy applies to all library users, including patrons, visitors, and staff.

### *Internet Philosophy*

It is the policy of the James L. Hamner Public Library to comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)] by having Internet filters on all library computers. Internet access at the James L. Hamner Public Library is primarily for educational and informational use.

To the extent practical, Internet filters shall be used to block or filter Internet access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Upon request, filtering measures may be disabled for adults only for bona fide research or other lawful purposes. Library staff will monitor computer use as needed to determine compliance with policy. In order to protect minors from materials deemed harmful to them, library staff will not disable Internet filters on computers in the children's room. Library staff will consider requests to block or unblock a website using processes similar to those used to consider or reconsider printed material.

### *Disclaimer*

The Internet is an unregulated resource. The James L. Hamner Public Library has no control over the information found on the Internet. The library is not responsible for the confidentiality of personal information sent or received on the Internet and cannot guarantee privacy while using the Internet. The Internet user is responsible for evaluating the reliability of the information found.

### *Staff Assistance*

The library is not able to provide extensive help to Internet users. Requests for help using computers and the internet will be answered following the library's reference-help practices.

### *Access to the Internet*

Patrons are required to follow library procedures when logging on to library computers.

Multiple users at each terminal may not interfere with the ability of others to use the library. Library staff have the right to ask that only one person be at a terminal. Additionally, if there are user-specific terminals, users with those specific needs will have first priority to use those computers.

By using library computers, patrons agree to follow the library's internet and computer policies.

### *Time Limits*

Computer use sessions may be limited. Library staff have the right to prevent a patron from extending a session if the terminal is needed. Patrons are expected to log-off fifteen minutes before closing time.

### *Printing/Downloading/Saving Files*

Patrons may print for the listed fee. A fee will be collected for all printed pages, regardless of the pages' usefulness to the patron.

Patrons may not install their own software or save files on library computers. Users may not connect their own equipment to library computers with the exception of headphones or USB storage devices. Other personal equipment require approval by library staff. The library is not responsible for any patron's personal storage media.

### *Patron Responsibilities*

It is the responsibility of library patrons to abide by all federal, state, and local laws and regulations concerning computers, pornographic and obscene materials, and copyrights. Persons in violation may be prosecuted. The use of the library's terminals for the display of sexually suggestive objects or illustrations is prohibited and is in violation of state and federal obscenity laws.

Patrons are hereby notified that local, state, and federal authorities may at any time subpoena any and all of the library's records concerning computer usage, including but not limited to, copying the physical hard drives of each machine to recover information regarding sites visited by every patron who has in the past used the machine in question.

### *Unacceptable Use*

The library reserves the right to terminate a computer session. No library computer terminal shall be used to access or distribute illegal materials. Any unacceptable activity involving the Internet and/or library computers shall result in suspension or loss of library privileges. (Code of Virginia, Section 42.1-36.1).

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including hacking, and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Other unacceptable use includes, but is not limited to:

- Reading or attempting to read another person's electronic mail or other protected files
- Destruction of or damage to the Library's equipment, software, hardware, or data
- Accessing obscene materials and/or pornography
- Unauthorized copying of copyright-protected materials
- Installation of personal software
- Downloading to the hard drive of the Library computers
- Harassment or slandering of other computer users

Computer users agree to hold harmless the James L. Hamner Public Library for any liability or damage claim arising from any use or misuse of Internet access, library computers, or any storage devices used with library equipment.

### **Adoption**

Approved January 16, 2018