**Bradford Public Library District**

**Computer/Internet Use Policy**

 **Computer & Wireless Network Policy**

 **User Eligibility**: Computers and the wireless network are available with a valid library card or photo ID. Children under the age of 17 need a parent signature on-file. By choosing to use the Library’s computers and wireless network you agree to abide by the Library’s Computer and Internet Policies.

 **Printing**: Printouts are $0.10 for black and white and $0.50 for color. Printing is not available from the wireless network.

 **Time**: Computers may be used for one hour. Time may be extended if no other patrons are waiting for a computer. Adults and children doing homework or research are served first.

 **Liability**: The Library is not responsible for damage done to personal equipment, including infection by virus to laptops or other wireless devices, while using the Library’s computers and wireless network. The Library's wireless network is not secure. Information sent from or to any wireless device can be captured by anyone with a wireless device and the appropriate software. The user is responsible for any damage to library computers resulting from misuse. Personal peripheral equipment may only be attached to library computers with prior staff approval.

 **Library Staff Assistance**: The library staff is not able to provide technical assistance and there is no guarantee that you will be able to make a wireless connection. Other more general assistance, such as finding information on the Internet will be provided as time allows.

**Please Note:**

Personal headphones are required for audio use.

Personal storage devices such as flash drives and CDs may be used.

You may not save anything on the Library’s computers.

You may not change any of the library’s software configurations.

 **Internet Filtration**: The Library's computers and wireless network are equipped with Internet filtration devices which are designed and intended to block sites deemed to be inappropriate for general audiences. All Internet filtration devices have been purchased from a commercial vendor. The Library does not maintain that the installed filters effectively filter all or any inappropriate materials from access within the Library. The Library is not responsible for damages, indirect or direct, arising from access, whether voluntarily or involuntarily requested, to inappropriate or offensive Internet sites within the Library, regardless of the age of the user or whether arising from the deficiency of the filter or its installation.

**Violation of Policy**: The violation of these policies may result in suspension or revocation of Library computer or Internet access privileges and/or suspension or revocation of general Library use privileges.

Illegal acts involving the Library’s computers or wireless network may be subject to prosecution by local, state, or federal authorities. The Library has a registered Domain Name. Use of our network can be traced.

**Internet Policy**

 We are pleased to be able to offer Internet access in our Library. Please read the following policy carefully as it discusses the Library’s rules and regulations regarding Internet use in the Library and in compliance with federal & state law. Your cooperation is appreciated.

 **Users Guide to the Internet as a Resource**

Remember the Internet is a collection of information not produced or endorsed by the Library. The Internet is an invaluable tool for research, communication, and entertainment. However, please keep the following in mind.

1. Information obtained via the Internet may or may not be reliable and may or may not be obtained from a reliable source.
2. Information obtained via the Internet may or may not be accurate.
3. Information obtained via the Internet may or may not be current.
4. Information obtained via the Internet may be considered controversial or offensive by some Library patrons.

 This Library encourages all Library patrons to be informed users and carefully evaluate any information obtained via the Internet. Library staff members may help you evaluate certain types of Internet sources, but are not trained to provide definitive analysis of specific sources or sites.

This Library is not responsible for damages, indirect or direct, arising from a Library patrons’ reliance, citation, or other utilization of Internet information resources.

**Internet Filtration**

All Library computers and the Library’s wireless network are equipped with Internet filtration devices which are designed and intended to block sites deemed to be inappropriate for general audiences. Adults (over the age of 17) may request that a certain site be unblocked, for bona fide research or other lawful purposes. Granting such a request is up to the discretion of the Library staff and may be denied for any reason in order to comply with Library policy or otherwise. Minors under the age of 17 years old are not allowed to access a computer with unfiltered Internet access at any time. Minors under the age of 17 years old may not accompany an adult who is accessing a computer with unfiltered Internet access at any time.

All Internet filtration devices have been purchased from a commercial vendor. The Library does not maintain that the installed filters effectively filter all or any inappropriate materials from access within the Library. The Library is not responsible for damages, indirect or direct, arising from access, whether voluntarily or involuntarily requested, to inappropriate or offensive Internet sites within the Library, regardless of the age of the user or whether arising from the deficiency of the filter or its installation.

**Access and Use of the Library’s Internet Connections and Networks by Adults**

The Library recognizes that electronic information on the Internet may contain material that is inappropriate or offensive to children as well as patrons of all ages. The Library requires that all Library patrons using the Library’s Internet connection do so within the guidelines of appropriate and acceptable use. The following are unacceptable:

1. Any use of electronic information which results in the harassment of others;

2. Use of electronic information networks in any way which violates a Federal or State law;

 3. Unauthorized duplication of protected software or licensing agreements, including but not exclusively, any “hacking;”

4. Unauthorized copying of copyright-protected materials;

5. Destruction or damage to or unauthorized alteration of the Library’s computer equipment;

6. Behaving in a manner that is disruptive to others;

 7. Accessing child pornography;

 8. Accessing, sending, or receiving text or graphics depicting offensive sexual content which may reasonably be construed as obscene, pornographic, harmful or disruptive; and

9. Any unauthorized disclosure, use and dissemination of personal identification information regarding minors.

The library reserves the right to classify any action, access, or operation on the Internet inappropriate and ban its use by patrons and/or contact appropriate authorities.

 **Access and Use of the Library’s Internet Connections and Networks by Minors Under the Age of 17** All access and use restrictions applicable to adults are also applicable to minors. In addition, the following are specifically unacceptable for minors:

1. Accessing any inappropriate matter on the Internet;

 2. Accessing any picture, image, visual depiction, description, or representation exhibiting qualities of nudity or sexual acts or contact. Exceptions are rare and are only appropriate when images possess overwhelming artistic, political, or scientific value; and

3. Accessing any computer, device, or the library’s wireless connection within the Library at any time which does not have an active Internet filtration device in place.

The Library reserves the right to classify any action, access, or operation on the Internet inappropriate and ban its use by minor patrons and/or contact appropriate authorities and parents/guardians.

Parents are expected to monitor and supervise their children’s use of the Internet in the Library. Parents are encouraged to discuss with their children issues of appropriate use and Internet safety.

**Privacy on the Internet**

The Library will make every effort to allow Library patrons to privately use the Internet in the Library. However, the Library reserves the right to supervise patrons’ use of the Internet to reasonably ensure compliance with Library Internet policies by all patrons. The Library reserves the right to request an explanation or otherwise as to when a patron is found to be accessing material a Library staff member reasonably believes to be beyond compliance with Library Internet policy.

**Violation of Policy**

 The violation of any terms of the Library’s policy may result in suspension or revocation of Library Internet access privileges and/or suspension or revocation of general Library use privileges with a letter stating such sent to parents of minor.

 Illegal acts involving the Library’s computers or wireless network may be subject to prosecution by local, state, or federal authorities. The Library has a registered Domain Name. Use of our network can be traced.

Reviewed and Approved July 15, 2019

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President

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Secretary Date