POLK CITY COMMUNITY LIBRARY

INTERNET USAGE POLICIES

The Polk City Community Library provides the public with free access to the Internet. By providing access to computers, the library enables the public to have access to a world of ideas.

Because the library receives federal funding for the public Internet access, federal law requires the library to install blocking software on the library's Internet terminals. The blocking software is intended to protect against access to Internet material that is obscene, child pornography, or harmful to minors. The library's filtering policy upholds the principles of intellectual freedom, allowing adults to make their own choices regarding filtering. **The blocking software will be removed by library staff for persons at least eighteen years old when requested. Personal picture identification may be requested by library staff to verify age.**

The library acknowledges the rights and responsibilities of parents and guardians to monitor and determine their children's access to library materials and resources, including those available through the Internet. To address the issue of the safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications, as well as the unauthorized disclosure, use and dissemination of personal identification information regarding minors. It is suggested that minors be informed about Internet safety. The library suggests discussing the following information with your child/children.

- Never give out identifying information such as home address, school name, or telephone number.
- Let parents or guardians decide whether personal information should be revealed.
- Never arrange a face-to-face meeting with someone via the computer without parents' or guardians 'permission.
- Never respond to messages that are suggestive, obscene, threatening, or make one uncomfortable.
- Remember that people online may not be who they say they are.
- Have parents or guardians report an incident to the National Center for Missing and Exploited at 1-800-843-5678 if one becomes aware of the transmission of child pornography.
- Remember that everything one reads may not be true.

The National Center for Missing and Exploited Children has Internet safety information on their regular website as well as the website NetSmartz Workshop that has sections for parents/ guardians, teens, children, law enforcement and educators. The Federal Bureau of Investigation (FBI) offers a pamphlet called "Parents Guide to Internet Safety." If you would like a copy of the FBI pamphlet, please ask the library staff. Information on these resources may be found on their websites:

NetSmartz Workshop- http://www.netsmartz.org

Parents Guide to Internet Safety- http://www.fbi.gov/publications/pguide/pguidee.htm

National Center for Missing and Exploited Children-
http://www.missingkids.com/missingkids/servlet/PageServlet?LanguageCountry=en_US&PageId=3601

The Library

Library staff shall not monitor an individual's Internet use except as may be required to ensure compliance with library policy and/or procedures.

To ensure library users privacy and confidentially of library records the library shall not disclose personally identifiable information about library users except to law enforcement authorities as required by law.

Computer Use Rules

1. Computer users are required to sign in and note time of arrival.
2. Computer time is limited to one hour if persons are waiting. If a long period of time is needed to take a course, such as the driving improvement, an appointment must be made.
3. There is a charge for printing from public computers of $.15 a page. This must be paid before printing is released.
4. As a courtesy to others, log off completely when you are finished with your session. This also protects the privacy of your search.
5. Use headphones when listening to audio content, and keep volume low so you do not disturb others.
6. Invading the privacy of others or harassing others or library staff will not be tolerated.
7. Do not misuse computer equipment or software.

Misuse includes but is not limited to:

- Viewing material that violates federal, state, or local laws or regulations, including those regarding accessing, viewing, printing and distributing obscenity of child pornography
- Hacking into the library computer system or any other computer system
- Mishandling, damaging or attempting to damage computer equipment or software; tampering with computer setting
- Interfering with system operations, integrity or security
- Attempting to gain or gaining access to another person's files or authorization code
- Engaging in any activity that is deliberately offensive or creates an intimidating or hostile environment
- Violating copyright laws an software licensing agreements or the policies of the individual websites hat you view
- Failing to pay for printing
- Refusing or ignoring a staff person's request to give up a computer

Wireless

Wireless Internet access is available. Security for personal wireless devices rests solely with the owner of the wireless device. The staff is not able to troubleshoot a customer's personal equipment and can only offer basic assistance in getting started with the wireless network. The library is unable to remove the Internet filter for wireless devices and printing to our printer is not available.

Disclaimers

- While the library endeavors to provide access to information of the highest quality, the library specifically disclaims any warranty as to the information's accuracy, timeliness, authoritativeness, usefulness or fitness for a particular purpose.
- The library shall have no liability for direct, indirect or consequential damages related to the use of information accessed through the library's Internet service or for damages related to the operation of, or failure of, the filtering software, or for its circumvention by the library.
- The library is not responsible for damage to users' disks, flash drives, or any other device used for any loss of data, damage or liability that may occur from use of the library's computers.