

## **Warner Library Internet Acceptable Use Policy**

To fulfill its mission of providing public access to informational, educational and recreational materials, the Warner Library provides public access to the Internet. The Internet is a global network comprised of information, multimedia resources and social networks representing a wide range of viewpoints and perspectives.

### **A. Open Access**

1. The Library provides access to Internet resources equally to all Library patrons, and upholds and affirms the right of each individual to have access to constitutionally protected material in accordance with the American Library Association's Library Bill of Rights and its interpretations.
2. Patrons must comply with all applicable federal, state, and local laws, including laws governing the transmission and dissemination of information while accessing the Internet, copyright law and with all Library policies and procedures.
3. Library staff members are available to assist patrons of all ages to become information literate: to access information efficiently and effectively, evaluate information critically and competently, and use information accurately and creatively.
4. Patrons are expected to abide by the generally accepted rules of network etiquette and shall not use Library equipment, the network or the Internet for antisocial activities. Such activities include but are not limited to hate mail, harassment, profanity, obscenity, pornography, misrepresentation, and impersonation.
5. It is both the right and responsibility of parents and/or legal guardians to guide their own children's use of Library resources in accordance with individual family beliefs. In that regard, parents and legal guardians are solely responsible for supervising their child's use of the Library's computers. Parents and guardians are reminded that the Library is not responsible for the supervision of minor patrons and that minor patrons may be able to access age-inappropriate or unlawful materials via the Library's computers. Adult patrons may not use the children's room computers unless they are assisting a child as a parent, caregiver or designated homework helper.
6. Library administration reserves the right to establish rules governing Internet use and consequences for misuse that are consistent with this policy.
7. The Library maintains web sites for use by all patrons to help guide them to sources that are accurate, complete and current. However, not all information found on the Internet is accurate, complete, up-to-date, or otherwise acceptable to all individuals. The Library is not responsible for the content of the Internet, changes in content of the sources

to which the Library home pages link, or for the content of sources accessed through secondary links.

#### **B. Security and Privacy**

1. The Warner Library will not release information on the use of specific Internet resources by members of the public except as required by law or as necessary for the proper operation of the Library.
2. The Warner Library disclaims any liability or responsibility arising from access to, or use of, information obtained through electronic information systems.
3. The Warner Library is not responsible for the privacy practices or security of any web sites accessed by patrons.
4. The Warner Library accepts no liability for any loss of privacy or data patrons may experience, or any damage or harm arising from such loss.
5. Patrons are prohibited from making any attempt to gain unauthorized access to restricted files or networks, or to damage or modify Library owned computer equipment or software; and will refrain from installing software on Library owned computers.
6. Patrons may download or save legally obtained items on their own computer or peripheral storage device.

#### **C. Public Internet Access with Library Owned Equipment**

1. Library administration reserves the right to set the number of Internet session(s) a patron may have per day with Library owned equipment. Library Card holders may have two sessions per day. Guest pass users are limited to one session.
2. Library administration reserves the right to set a time limit for patrons' Library Internet sessions with Library owned equipment. Computer time is limited to a total of two hours per day unless arrangements have been made with the Reference staff to use the priority computers designated for educational, job search or test taking purposes.
3. Library administration reserves the right to limit the use of guest passes to ensure the availability of computer time for library card holders. A patron may request up to ten guest passes after which they need to apply for a library card to continue to use the library computers.

#### **D. Public Wireless Internet Access**

1. The Warner Library provides access to the Internet via a wireless network (WiFi) for patrons to use with their own personal notebooks, laptops and other mobile devices.

- a. WiFi access provided by the Library is unsecured. Anti-virus, security, and privacy protection are the responsibility of the patron.
- b. Patrons using Library provided WiFi must comply with this policy and any additional rules published in conjunction with this policy.
- c. Patrons are responsible for having the proper hardware, software and network settings on their wireless device to connect to the Library provided WiFi. Library staff are not to make changes to personal devices' network settings, software and/or hardware configuration, or to install any equipment, accessories or software onto patrons' devices.
- d. The Library is not responsible for any theft, damage or misuse of patrons' personal notebooks, laptops and other mobile devices while in use in the Library.

**E. Compliance**

1. Failure to comply with this policy, or misuse of the Library's networks or computers, including patrons' personal laptops and other mobile devices connected to Warner Library's WiFi, may result in the loss of computer access privileges and potential loss of Library privileges. Any person observed using a computer for illegal activities may be subject to legal recourse and permanent expulsion from the Library premises.
2. Any attempts to gain unauthorized access to restricted files or networks, to damage or modify Library owned computer equipment or software, or to intentionally download or save items to Library owned computers may result in the loss of computer access privileges, potential loss of Library privileges, and if such activities are illegal, possible prosecution.

*Adopted by the Warner Library Board of Trustees March 17, 2011*