

Pulaski County Library District

Computer and Internet Access Policy

Adopted: May 19, 2016

Introduction

As part of the Pulaski County Library District's mission to expand community enrichment through education, information, inspiration, and recreation, our libraries provide access for all library users to our public computers. In general, these computers are equipped with word processing software, document viewers, and the Internet. The Pulaski County Library District (PCLD) also makes available free wireless access at all locations. This policy applies to all use of Pulaski County Library District's wired or wireless Internet service, whether the equipment is privately owned or library owned.

As an information resource, the Internet is not within the scope of the PCLD's materials selection policy. Therefore, PCLD is unable to assume responsibility for the quality of information accessed through the Internet. Parents and/or guardians are responsible for the information selected and/or accessed by their minor children. The Pulaski County Library District and its library branches, staff, and trustees are not responsible for the information selected or accessed by minor children. Providing access to information available on the Internet does not constitute endorsement of the content by the PCLD. Pulaski County Library District expressly disclaims any liability or responsibility arising from access to or use of information obtained through the Internet. PCLD assumes no responsibility for damage to any personal device or equipment that may result from downloading files from the Internet. Likewise, the library assumes no responsibility for damage arising from connections to our workstations or network.

In compliance with the Children's Internet Protection Act, Missouri Revised Statute 182.827, and the Commission on Child Online Protection, the Pulaski County Library District does filter access to pornographic and sexually explicit websites on all PCLD computers, as well as websites that may introduce viruses into our network. Wireless connections accessed by personal devices are also filtered as above. Filtering software is not guaranteed to protect a child from access to information that a parent or guardian may find inappropriate. Adults may request filters to be turned off for a specific category on a specific computer for a specific amount of time. Such requests will be referred to the Branch Manager or Library Director as appropriate. For more information on children and the Internet, parents are encouraged to visit www.ConnectSafely.org, and to read *Child Safety On the Information Highway* - www.safekids.com/child_safety.htm, and *Teen Safety on the Internet* - www.safeteens.com.

PCLD protects patron privacy in any way possible, but cannot guarantee confidentiality on the Internet. We encourage our patrons to use best practices regarding privacy and to remember that PCLD computers are accessed by multiple patrons every day. Patrons handling financial transactions or other activities that require confidentiality do so at their own risk. The Internet is not a private environment and security of electronic communication cannot be guaranteed. PCLD is not responsible for the privacy practices or security of any web sites accessed by its patrons.

Expressions of Concern

The Pulaski County Library District and the Board of Trustees welcome feedback from our patrons. Please contact us if you have questions or concerns about this or any other PCLD policy.

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Acceptable Use

The freedom to access information is a fundamental right, but use of library equipment is a privilege. Users will respect the rights of other computer users, library patrons, and staff in keeping with the library's behavior code and policies. Specific computer access rules are listed below:

1. A library card or guest pass is required for access to the computers. All users must sign in at the circulation desk prior to signing onto the computer.
2. Patrons who have outstanding fines of \$3.00 or more will be required to pay those fines prior to using computers.
3. There is a 2 hour per day time limit for all public access computers.
4. There is a \$0.15 charge for any black and white print and a \$0.50 charge for any color print (where available).
5. Children under the age of ten (10) must be accompanied by an adult.
6. Patrons may not use any personal software or storage devices in library computers – i.e. USB or thumb drives, cd's, dvd's, etc. Likewise, downloading anything onto the computer is prohibited.
7. Patron computers are located in public spaces. We ask patrons to be mindful and courteous of surrounding patrons. Headphones are available at each work station and we require their use if patrons are accessing materials that utilize sound.
8. Display of sexually explicit graphics or otherwise offensive material is inappropriate for an open public environment and is prohibited. Please respect the sensibilities of others when accessing images that may reasonably be offensive to someone else.
9. Harassment, libel, slander, and/or infringement upon the rights of others is prohibited.
10. Library staff members may request that individuals cease accessing works that threaten the safe and comfortable environment of the library or interfere with the conduct of library business.
11. Each user is responsible for complying with copyright law and adhering to software licensing agreements, as well as all local, state, and federal laws. Use of the Library's Internet connection in an illegal, disruptive, or destructive manner will result in the loss of Internet or Library privileges.
12. PCLD uses Internet filters in compliance with CIPA. Filtering software is not guaranteed to protect a child from access to information that a parent or guardian may find inappropriate. For more information on children and the Internet, parents are encouraged to visit www.ConnectSafely.org, and to read *Child Safety On the Information Highway*, and *Teen Safety on the Internet*. These publications are available at www.safekids.com/child_safety.htm and www.safeteens.com.

Compliance

1. Failure to comply with this Library Board Policy, or misuse of the Library's networks or computers – including Wireless access – may result in the loss of computer access privileges, potential loss of library privileges, and possible criminal prosecution.
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 will result in the loss of computer access privileges, potential loss of Library privileges, and possible criminal prosecution.