

Internet Acceptable Use Policy

(Adopted November 2013; revised March 2015; revised June 2017)

This policy applies to all use of Stickney-Forest View Public Library District's wired or wireless Internet service, whether privately-owned or Library-provided devices are operated. The use of any Internet workstation and the wireless network in the Library constitutes an acceptance of its Acceptable Use of the Internet Policy. Patrons reaffirm this agreement each time they access the Internet in the Library.

Access to Internet resources

The Library is committed to providing access to informational, educational, recreational, and cultural resources for Library users of all ages and backgrounds. The Library's computer system provides the opportunity to integrate electronic resources from information networks around the world with the Library's other resources. The Library strives to balance the rights of users to access information resources with the rights of users to work in a public environment free from sounds and images intended to harass other Library users or library staff.

The Library's goal in providing Internet access is to enhance its existing collection in size and depth and, as a public access agency, to give anyone who wishes to use the Internet the chance to do so.

Library staff will help you use the computers to find the information you need and learn to use online search tools, although they cannot provide extensive one-on-one instruction.

Internet filtering

The Library complies with federal law mandating the use of filtering software in public libraries. Internet filters are software programs that block access to content that is considered inappropriate for viewing in a public place. It employs filtering software to protect against the visual depiction of pornography, obscenity, and child pornography.

Tests by independent agencies have shown that filtering software may help to block access to objectionable Internet sites. However, the software cannot block out all objectionable sites, and it does sometimes block useful material, including sites that are suitable for children, teens and adults.

The Internet offers access to a wealth of material that is personally, professionally and culturally enriching to individuals of all ages. However, it also enables access to some material that may be offensive, disturbing, illegal, inaccurate, or incomplete. Users are encouraged to evaluate the validity and appropriateness of information accessed via the Internet.

Children's computers

As indicated on the application for all Library cards, parents or guardians assume all responsibility for the minor's selection of materials. Children younger than 18 years of age require a signed parental authorization to access electronic resources. Children 8 years of age and under may access any electronic resources and require

direct parental/guardian supervision while utilizing the Internet/computer. Computers in the Teen Space, located on the 2nd floor, are reserved for ages 13-17. Computers in the Children's Space are reserved for ages 12 and under.

Library policy gives parents or guardians the right and responsibility to restrict their children's and only their own children's use of Library resources, including computers and the Internet. The Library respects the right of parents to determine what it is appropriate for their children to read, hear, and view, but the Library cannot enforce these rules, which may be different for each family in our community. Parents are encouraged to supervise and to participate actively in their children's computer and Internet use. The Library does not act *in loco parentis*, i.e. it does not have the same role in supervising children that schools have, and it cannot substitute its judgment for that of parents or enforce parents' decisions about their children's Internet use

Time and other limits

Access to the Internet and other electronic resources made available to all possessing a valid Library card, or a valid card from any SWAN Library is on a first come, first serve basis, and will be made available until one-half hour before Library closing. Sessions will be limited to one hour if other patrons are awaiting access to the computers.

Access to the Internet and other electronic resources are available at no additional cost. However, all patrons will be charged for print-outs and for the cost of repairing or replacing any equipment or software damaged by the card holder.

Only the card holder is allowed to use his/her name and/or Library card to access the Internet and other electronic resources through the Stickney-Forest View Public Library District. Guest passes will be issued to adults and youth who are able to produce a photo ID. Proper identification will be required for access to the computers. Guest passes will only be issued to SFVPLD youth patrons if a parent/guardian has expressly granted permission for the youth to have Internet access. Non-SFVPLD youth patrons will be issued a guest pass upon presentation of photo ID if a) they have a card at a SWAN Library that is in good standing, or b) they do not have a Library card at a SWAN Library. Library users whose Library cards have outstanding balances in excess of \$5.00 will not be allowed to use the computers.

Liability

The Internet offers access to many valuable sources of information, but not all sites are accurate, complete, or current. The Library does not monitor the information accessed through the Internet. There are many sites that carry information which one may find controversial or objectionable. Users may not hold the Library responsible for information acquired on the Internet. Users are encouraged to take advantage of the Internet and to exercise good judgment and discretion. Parents should supervise their children's Internet sessions. While the Library strives to have the technology and related infrastructure that we purchase and license in excellent and efficient working condition, no guarantees can be either expressed or implied in respect to any equipment, programs, or other materials, that their performance will be flawless. Materials and equipment are given for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and

documentation is with the user. In no instance shall the Library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any technology or related infrastructure.

Privacy

Library policies protect privacy in the use of Library materials and reference service. However, the Library is a public place, and the Library cannot provide private computer workstations or seating areas. At the same time, passersby should respect the privacy of computer users, and computer users should not attempt to show displayed material to passersby.

Library staff will take appropriate actions to resolve problems which arise during use of the Library's computer and Internet services and to enforce Library policies and rules. To this end, Library staff members may need to observe computer use, question users, and restrict conduct by users which violates this policy.

The Library's wireless Internet service is not encrypted. Users should be aware that any information sent or received could potentially be intercepted by another wireless user. Web-based security controls such as Secure Sockets Layer (SSL) are not sufficient to protect against certain types of attacks; therefore, users should avoid entering sensitive information such as credit card numbers, passwords or any other personally identifying information on any wireless network.

Notice: Warning of Copyright Restrictions

As a patron, your ability to post or link to copyrighted material is governed by United States copyright law. The Library reserves the right to delete or disable any post or link that, in the judgment of Library staff, violates copyright law. The Library may terminate a patron's access to the system or network for disrespect of the intellectual property rights of others, or for repeat infringements of copyright. The Library has adopted this policy and will make all reasonable effort to enforce it in appropriate circumstances.

Rules governing use of library computers

Failure to comply with the following rules may result in loss of computer privileges, loss of Library privileges and prosecution.

- A. No food or beverages are allowed near the computers.
- B. Time limits on computer workstations and bandwidth limits on wireless access may be enforced to ensure that all customers have the opportunity to use computer and Internet resources.
- C. Any activity which violates Federal, state, or local laws is prohibited on both Library and customer computers. Examples of illegal activities include but are not limited to fraud, which includes disguising or falsifying sources of electronic mail and other electronic communications with the intent of misleading, defrauding or harassing others, displaying or distributing child pornography or other obscene materials, libeling and slandering other persons, and sending "spam" e-mail including identical or nearly identical messages sent to a large number of recipients who have not granted deliberate and explicit permission for the message(s) to be sent.

- D. Library computers and the Internet must be used in a responsible manner, consistent with the Library's Patron Code of Conduct Policy. All users must be quiet, courteous toward others, and respectful of Library equipment.
- E. Users may not modify Library hardware or software, change configurations, or attempt to access non-public files or accounts using Library workstations or the wireless network. Users may not attempt to intercept, monitor, disrupt, or impede other users' communications on the wireless network or to access or alter other users' data or software.
- F. Users may not use personal software, download software, or bookmark sites on Library workstations. Users are encouraged to suggest software for Library computers and links for Library Web pages to Library staff.
- G. Users may not violate software license agreements or infringe on copyrighted material. United States Copyright Law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principle of "fair use." This includes most electronic information sources. Users may not copy or distribute many electronic materials without the explicit permission of the copyright holder. Users are responsible for any consequences of copyright infringement.
- H. The Library is committed to providing an environment free from sexual harassment. Internet users are asked to help by refraining from displaying material on Library or customer computers which may be interpreted as part of an intimidating, hostile, or offensive work environment. Internet users should not attempt to show displayed material to passersby.

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 or 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 settings
- 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 and software licensing agreements or the policies of the individual websites that you view
- Failing to pay for printing
- Refusing or ignoring a staff person's request to give up a computer
- Failing to log in using your own Library card number or guest card number
- Failing to comply with time limits
- Any other violation of Library policy.

Related

SFVPLD Computer and Equipment Policy

SFVPLD Internet Safety Policy

SFVPLD Patron Code of Conduct Policy

SFVPLD Social Media Policy