

Seymour Public Library District

Policy Title: Public Use of Computers & Access to the Internet

Policy Number 601

Policy Category: Internet & Technology

Effective Date: 2/21/2023

Purpose: Seymour Library is committed to ensuring access to information through technology. Access to digital information is fundamental to continuous lifelong learning. Recognizing this, the Library offers access to the internet by providing hardware/equipment for public use and by providing access to high speed internet through public use computers or Library wi-fi.

Confidentiality

As with most public wi-fi, the Library's connection is not secure. Any information being sent or received could potentially be intercepted by another wireless user. Users should not transmit their credit card information, passwords, or any other sensitive personal information while using public wi-fi.

Users assume all associated risks and agree to hold harmless the Library and its employees for any personal information (e.g. credit card) that is compromised, or for any damage caused to users' hardware or software due to electric surges, security issues, or consequences caused by viruses or hacking.

Services: We provide public wi-fi, computers for use within the building, hotspots that circulate outside the building, game systems that connect with the world wide web and faxing. Copying/Printing is available at a pre-paid charge of \$.20 per page. Students are allowed the printing of five pages for use in homework assignments without charge in the Family Space. These services reflect current availability and are subject to change.

Rules Governing Use: Library patrons using Library equipment or connecting through the Library wireless must comply with all applicable federal, state, and local laws, including laws governing the transmission and dissemination of information while accessing the internet, and with all Library policies and procedures.

- Patrons using library equipment, internet or wi-fi must abide by the **Library Equipment Use Policy** for each piece of library technology they use.
- Patrons using library equipment, internet or wi-fi should be aware of computer viruses and other destructive programs, and take steps to avoid being a victim or unwitting distributor. Ultimate responsibility for resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. The Library assumes no liability for loss or damage to the user's data or for any damage or injury arising from invasion of the user's privacy.
- When using technology in the library, patrons must remember that this is a shared space, and use headphones/private rooms when an audio component is involved. This shared space priority also informs other kinds of content, as well (such as watching a horror movie in front of children in the Family Space, for example). Patrons may be required to change locations in the library, and should abide by those directives.
- The Library will not tolerate the misuse of any piece of technology, including publicly available wifi. This includes (but is not limited to) hacking, using technology to make any criminal or illicit exchanges, pirating or torrenting (or new equivalent technologies), spamming, engaging in hate speech, harassment, or engaging in any criminal activity whatsoever.

- The Library is not responsible for any content accessed through our wifi; this burden of responsibility falls upon the individual user. The Library assumes no responsibility for the configurations, security, or files on your personal device resulting from connection to the Library's network.

Library technology users may not:

- Use Library computing resources to display or disseminate sexually explicit or sexually suggestive (obscene/pornographic) material
- Access obscene materials or material that violates laws relating to child pornography.
- Distribute unsolicited advertising.
- Engage in any activity that is harassing, deliberately offensive, or creates an intimidating or hostile environment.
- Invade the privacy of others.
- Violate copyright or software licensing agreements.

Sanctions: Violators of the Computer Use Policy may lose library privileges. An illegal act involving Library computer resources may be subject to prosecution by local, state or federal authorities.

Appeal Process: Persons banned from the library and/or from using Library technology resources may appeal this ban by sending a written request to the Library Director explaining the circumstances and requesting a review of the ban. The Library Director shall respond within ten days of such a request with a written decision.

Internet Disclaimer: Parents of minor children must assume responsibility for their children's use of the Internet. Library staff cannot control what's available on the internet and not all sources on the Internet provide accurate, complete or current information.

Any information stored by a user on the Library's public computers will be deleted.

Seymour Library assumes no responsibility for any damages, direct or indirect, arising from use of its servers or from its connections to other Internet services.

Internet Filtering: Seymour Library does not filter content.

Wireless Access: Free wireless Internet access is available at the Library between 6:00 AM and 12:00 AM.

The Library assumes no responsibility for the safety of equipment or for notebook/laptop computer or other wireless device configurations, security, or data files resulting from connection to the Library's wireless access.

Equipment for Loan

Seymour Library loans a variety of equipment to patrons 18 and older. Those wishing to use a computer are required to sign in prior to each computer session with a valid library card.

- Patrons who live outside of the Finger Lakes Library System may apply for a non-resident library card.
- Guest passes for one hour of computer access may be given to visitors over the age of 18 who do not have a library card or who reside outside of the Finger Lakes Library System. Guest pass time will not be extended. Identification is required to receive a guest pass.

Those using the internet in the library are required to read and agree to the Seymour Library Internet Acceptable Use Agreement which appears on the public access computer screen upon sign-in. Violations of the agreement shall result in a loss of internet access as well as appropriate legal action. By signing this agreement the parent or legal guardian assumes all responsibility for the use of the internet by their child and agrees to hold the library harmless from any and all liability that may occur from the use.

The Library is guided by the following American Library Association statements on access to information:

"Library Bill of Rights", American Library Association, June 30, 2006.
<http://www.ala.org/advocacy/intfreedom/librarybill> (Accessed February 6, 2023)

"The Freedom to Read Statement", American Library Association, July 26, 2006.
<http://www.ala.org/advocacy/intfreedom/freedomreadstatement> (Accessed February 6, 2023)

"Freedom to View Statement", American Library Association, May 29, 2007.
<http://www.ala.org/advocacy/intfreedom/freedomviewstatement> (Accessed February 6, 2023)

Revision History

Changes	Approved by	Date
Completely rewritten existing Computer Rules policy proposed by Director -due to changes in technology -changes in use	Board of Trustees (supercedes "Computer Rules" - no date)	2/21/2023