



POLICY 2107
Adopted 9-23-2014

LIBRARY SERVICES

Internet Policy

Computers and Electronic Resources

- 1.1 Statement of Purpose
- 1.2 Internet Use Policy
- 1.3 User Agreement for Library Internet

1.1 Statement of Purpose

The Library provides free public computer access to the Internet to meet the information needs of our users and to provide residents with opportunities for learning about information technology. The Library has no control over the quality or accuracy of information found on the Internet. Users should critically evaluate its content.

Technology Protection Measures on Library owned Computers

The Library has technology protection measures (or “Internet filters”) in place on all of its Internet accessible terminals to comply with the Children’s Internet Protection Act. This filtering software helps protect against access to visual depictions deemed “obscene”, “child pornography”, or “harmful to minors” as defined in sections 1460 and 2256 of title 18, United States Code, and section 1703, Pub. L. 106-554. Prevention of inappropriate network usage also includes: (a) unauthorized access, including so-called ‘hacking’, and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Wi-Fi Policy

The Coalinga Huron District Library Offers free public Wi-Fi for our patrons to use on their own devices such as laptops, mp3 players, and phones.

Supervision and Monitoring

It is the position of the Coalinga-Huron Library District that staff presence and use of a filtering system should not serve as a substitute for parental supervision of a minor while using the Internet. It is the responsibility of the parents or guardians to educate minors about inappropriate online behavior including cyber bullying or other improper use of social networking and chat rooms. Furthermore, minors should be warned against giving out any personal information while using the Internet, email, or other direct electronic communications to protect their safety and security. Parents are also encouraged to learn how to access the Internet along with their children, so that they may help guide the child toward appropriate and useful information.

Filtering Software

Filtering software is not 100% foolproof. It is impossible to prevent access to all objectionable resources. Filters may not block material that should be blocked, and conversely, may block images that should not be blocked. The filtering software will not be disabled for minors.

Designated library staff may temporarily disable the filter for adult users for lawful purposes. However, if the nature of the content being viewed on the Library workstation disturbs other Library users, the viewer will be asked to cease, to use a privacy screen, or be moved to another workstation. Parents, guardians, or staff may also report an incident to the *National Center for Missing and Exploited Children* at 1-800-843-5678 or local authorities if one becomes aware of the transmission of child pornography.

1.2 Internet Use Policy

Patrons must accept the *Use Agreement for Internet Access*. Library computer users must indicate (user must click they agree with the following Computer Use Policy in order to use a public computer at the Library). Failure to comply with these policies will result in the revocation of computer use privileges:

- 1. Computer Login Requirements:** Users must have a valid San Joaquin Valley Library System library card to use and/or reserve a computer. Short-term visitors to the area are allowed use of a guest pass.
- 2. Login Identification:** Users can only sign up for a computer using their own library card. They may not misrepresent themselves or use someone else's card.
- 3. Internet time limit:** To provide equal opportunity for all residents to access Library workstations, the Library limits the total daily use by each person to a maximum of 1 hour.
- 4. Internet Time Extension:** If no one is waiting to use a computer, users may be given the option to extend their current session for school work or employment.
- 5. Special Needs:** Persons making use of computers for special tasks or needs that may require extended time should make their needs known to staff before they log on. Accommodations will depend on demand for public computers at the time and apply to that day only.
- 6. Adult Internet Area:** Adults over 18 may use computers in the Kay C. Anthony wing with the intent on providing a quiet area for adults only.
- 7. Printouts and Copies:** Cost .20 cents per page and will be black and white only.
- 8. Computer Assistance:** Library staff will provide basic assistance to computer users, but cannot provide in-depth individual instruction.
- 9. Computer Storage:** Public computers accept USB flash drives, and library users who bring their own storage media may download to them. The Library assumes no responsibility for damage to users' computer equipment or data files resulting from downloads from the Internet.
- 10. Unlawful Use:** Library users are responsible for any consequences of copyright infringement including fines and fees through their use of Library workstations, and may not use Library workstations for any unlawful purposes.
- 11. Offensive Content:** If the nature of the content being viewed on the Library workstation disturbs other Library users, the viewer will be asked to cease, to use a privacy screen, or be moved to another workstation.
- 12. Computer users:** Also agree to abide by all other Coalinga Huron District Library Policies.
- 13. Quiet Policy:** Talking on cell phones, crying or loud children, etc., disrupts others who are trying to use the workstations. This behavior is not allowed and you may be asked to leave.

14. Peer to Peer Programs: Software such as but not limited to Bit-Torrent, Frostwire, Bear Share, Limewire, etc., for downloading of copyrighted materials such as movies and music is prohibited by law and will not be allowed in the library.

15. Users: Only one person per computer at a time is allowed.

Violations of this Policy:

The library is providing this service free of charge. Please be considerate of the equipment and other users. Users who do not follow these rules and procedures will lose Internet access privileges at the library. The Library staff reserves the right to terminate any Internet session at any time.

1.3 User Agreement for Library Internet

Patrons must agree to the following to use Coalinga Huron District Library Internet:

- As consideration for my being permitted to use a Library computer workstation and access to the Internet, I hereby agree to not make a claim against or sue the Coalinga Huron District Library and its employees.
- As further consideration for my being permitted to use a Library computer workstation and/or access to the Internet, I agree to defend, indemnify and save harmless the Coalinga Huron District Library, its officers, agents, and employees, from any and all claims, demands, damages, costs, expenses, judgments or liability arising out of my use of a Library computer workstation and/or access to the Internet.
- As a user of the Library computer workstation and/or access to the Internet, I take full responsibility for any and all copyright violations. Library staff cannot legally give advice on/about copyright law.
- As a user of the Library computer workstation and/or access to the Internet, you must agree to all of the statements above.

I HAVE CAREFULLY READ THIS AGREEMENT AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND AGREEMENT TO INDEMNIFY CONSTITUTING A CONTRACT BETWEEN THE WORKSTATION USER AND THE COALINGA-HURON LIBRARY DISTRICT, WHICH I HAVE ACCEPTED OF MY OWN FREE WILL.

Coalinga Huron District Library *Policy & Procedures (updated July 30, 2014)*