

## **Internet Use Policy**

Lake City Public Library endeavors to develop collections, resources and services that meet the cultural, informational, recreational and educational needs of the community. The library offers access to the Internet as a means of expanding the breadth of our collection. All users are expected to use this resource in a responsible manner, consistent with the purposes for which it is provided.

### **Right to Privacy**

- The Library supports the right to privacy and confidentiality of its patrons and maintains no records of what the patron views.
- The library does comply with the Children's Internet Protection Act which requires filtering software installed on all public computers. The librarians can override this software on request. The software will block access to some objectionable content, but parents are encouraged to work closely with their children in selecting material that is appropriate. Parents/guardians, not the library or its employees, are responsible for the content that their children access while on the library's internet. The library has guidelines for safe use available.
- The computers are located in an open area. The screens may be seen by other patrons. The library does have a private computer station available for public use.

### **Internet Access**

- Illegal use of the internet is prohibited. It is illegal to use the library's computers to access, view, print, distribute, download, display, send or receive images, graphics, visual or audio material that constitutes a violation of the law.
- Any physical abuse of computer equipment will result in loss of privileges.

### **Altering Computers**

- Patrons may not download files of any kind onto the library's computers. Patrons may save files to their own device at their own risk. (Warning: Although the library computers have virus protection software installed, this does not completely eliminate the risk of getting a virus. Any files downloaded from the Internet may contain malicious code, and patrons are advised to use virus protection on their own computers if they will be installing downloaded files.)
- The library computers have software installed that will delete any changes made during a patron's session. The computer must be restarted or shut down in order for this to happen. To be safe, patrons should make sure they log out of any websites and restart the computer when they are finished.

### **Patron Computers Procedure**

- Users must enter the current date and time on the Login sheet located at the front desk.
- Computer use is on a first-come, first-served basis. If all computers are in use, those who have been on the longest will be asked to make way, provided they have had at least one hour of use.
- Children under the age of 13 are required to use the computers in the children's area.
- Printing services are available for a charge. Please see the circulation policy for fee amount.
- Headphones are available for use on request.

Reviewed 11/9/2021

# **Lake City Public Library**

## **Internet Access Consent Form for Children Under the Age of 13**

Children get a lot of benefit from being online, but they can also be targets of crime and exploitation in this as in any other environment. It is important that you, as parents, understand that the Internet provides access to computers all over the world. Because of that access, and the fact that no one can control the content of this network, you need to be aware of the existence of some materials that might be offensive. Children need parental supervision and common-sense advice on how to be sure their experiences in “cyberspace” are happy, healthy, and productive. The Lake City Public Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content. We ask you to review the Internet Guidelines with your child and sign the consent form.

**Child’s Name:**

**Address:**

**Telephone:**

**Lake City Public Library Card Number:**

My signature below, and that of my parent or guardian, means that I have read and agree to follow the Guidelines for use of the Internet at the Lake City Public Library as listed on the attached sheet. I understand that failure to follow these rules will result in the loss of Internet access privileges.

**Signature: Date:**

**Parent/Guardian Signature: Date:**

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