

SECTION III. - CENTRAL SQUARE LIBRARY INTERNET POLICY AND GUIDELINES

The following are rules and regulations of the Central Square Library. These are effective February 28, 2012 as adopted by the Board of Trustees of the Central Square Library.

All users of electronic resources are expected to use these resources in a responsible and ethical manner consistent with the standards and rules of the library and of the community.

CHOOSING AND EVALUATING SOURCES

The library offers access to the Internet as an electronic means of reaching ideas and information and greatly expanding its information services beyond the traditional collections and resources. Because of this, the library has been recognized by the New York Department of Education as an Electronic Doorway Library.

The Internet provides access to many valuable local, national and international sources of information. However, not all sources on the Internet provide accurate, complete or current information. The library cannot control the accuracy of information, the validity of the information, availability of links, nor the availability of material that some may find offensive. A user **MUST** evaluate the validity of information sources.

Library users access the Internet at their own discretion and are responsible for any access points they reach.

RULES GOVERNING USE:

1. A user must be at least 12 years old or accompanied by an adult.
2. A user must possess a valid NCLS library card and be in good standing.
3. A user must sign a log sheet providing both a first and last name, and the number of the computer being used.
4. Computer time is limited to 60 minutes.
5. A user may sign up for a second session if no one is waiting and has been given permission by the staff.
6. Use is limited to a maximum of two people per computer at a time.
7. A user must save files or downloaded data to a CD or to a flash drive. However the library does not provide these items.

8. Library staff will assist a user on the computer to the best of their ability if time allows.
9. Library staff reserves the right to remove inappropriate materials from the computer and to instruct the person to refrain from seeking similar sites.

A USER MUST NOT:

1. Use the computers to gain unauthorized access to the Library's network or computer systems or to any other network or computer systems.
2. Obstruct other people's work by consuming large amounts of system resources or deliberately crashing any library computer system.
3. Make any attempt to damage computer equipment or software.
4. Make any attempt to alter software configurations.
5. Make any attempt to cause degradation of system performance.
6. Use any library computer for any illegal or criminal purpose.
7. Violate copyright laws or software licensing agreements in their use of library computers.
8. Engage in any activity which is deliberately and maliciously offensive, libelous, slanderous or sexually explicit in nature.
9. Install or download any software.

The library may deny or withhold computer/Internet privileges and other library services for infractions of these policies. The parents or guardians of minors may also lose their computer privileges and other library services for infractions of these policies. Unlawful activities will be dealt with in an appropriate manner.

ACCESS BY MINORS

It is the policy of the library that parents and guardians are responsible for setting guidelines and restrictions for their minor children.

Further, it is the policy of the library that parents or legal guardians are responsible for monitoring what library materials and resources, including Internet access, are appropriate for their minor children. Therefore, a parent or legal guardian may deny access to the Internet by informing the library in writing and having the minor's library card so marked. The library staff will inform any minor child with a marked card that their parent or legal guardian does not want them to access the Internet at the library.

As the library is a public place, it reserves the right to remove sexually explicit materials from the computer screen and to instruct the minor to refrain from seeking similar sites. Failure to comply will result in loss of Internet privileges.

Revisions: 2020-02-10 Add Headers and Footers