

Columbus Public Library

INTERNET ACCEPTABLE USE POLICY

Library Mission

The Columbus Public Library provides access to a broad range of information resources through the Internet. We make these services available as part of our mission to fulfill individual informational needs for day-to-day living, cultural, educational and leisure pursuits. The library strives to serve people of all ages at all levels of need and considers its endorsement of the Library Bill of Rights and the Freedom to Read documents to apply to the use of electronic information. The library also upholds public access to information in accordance with the provisions of the Constitution of the United States.

Disclaimer

The Internet offers access to ideas, information and commentary from around the world that can be personally, professionally and culturally enriching. However, not all sources on the Internet are accurate, complete or up-to-date. It is possible that individuals might access information that they find personally offensive or disturbing. The Internet is a global entity that does not fall under the control or governance of any single agency, government or organization. The availability of networked information via library terminals does not constitute the library's endorsement of the content of that information. The library does not warrant information found on the Internet to be accurate, authoritative, factual, timely or useful for patrons' purposes. If any patron believes that information obtained via library terminals is inaccurate or offensive, the patron should contact the original producer or distributor of the information.

The Library does not select the material on the Internet and has no means or statutory authority to assure that only constitutionally protected material is available on the Internet. The authority to determine what is illegal content rests with the courts as defined in Wisconsin and federal statutes.

Access, use, or dissemination of information via the Internet in the Library is the responsibility of the user. In the case of minors, it is a joint responsibility of the user and the parent or guardian. Because parents or guardians may feel that information available through the Internet is not suitable for viewing by children in their care, supervision is advised.

Library Assistance

The library provides limited training on electronic resources. Special computer classes may be provided for the public periodically.

Computer Signup with Telus

The library uses a software program called Telus to control access to the library's Internet computers.

1. Sessions can be reserved by going to the libraries web site at www.columbuspubliclibrary.info; by signing up at a public access computer found in the library or by calling the main desk at 623-5910.
2. A valid library card is required to use the computers. Users can now sign up on Telus by going to the Internet computers and entering their library card number and pin number. Replacement cards can be purchased for \$1. If they do not have their card with them than they can buy a replacement at \$1. Patrons who have fines of \$5 or more cannot use the Internet until these are paid. Users from outside SCLS can use their driver's license or their home library card to sign up to use the computer. Users, eight years or younger, must be accompanied by a parent, legal guardian, caretaker, or sibling over 12 years of age to use a computer. The child may not be left alone at the library.

3. Persons who use the computer assume responsibility for the software during their use. Software and personal belongings should not be left unattended. The Columbus Public Library will not be responsible for injuries or damages to possessions of individuals or groups resulting from the use of the computer.
4. All Internet computers are connected to one printer.
5. Only one person at a time can use the Internet workstations unless it is a parent and child using the computer.
6. There is a half hour limit on computer use unless no one has reserved the computer. Patrons who reserved a computer have a 10 minute grace period in which to sign on before the computer allows another patron to use the computer. They also have 10 minutes in which they can walk away from the computer and come back before it logs them off.
7. Telus shuts down 5 minutes before closing.

Wireless Access

This policy shall govern the use of personal devices connected to the library through our wireless access. The library is not responsible for any lost data, damage to equipment or files or breach of confidential information in the use of the wireless access provided patrons use it at their own risk.

Legal and Acceptable Uses

The library's computers may be used only for legal purposes. Users of all ages must abide by the following restrictions. Unacceptable uses include, but are not limited to the following:

1. Transmitting of threatening or harassing materials;
2. Libeling, slandering or maliciously offending other users;
3. Not respecting the privacy of others by misrepresenting oneself as another user;
4. Attempting to modify or gain access to files, passwords, or data belonging to others;
5. Using someone else's library card or barcode number to access Telus and the Internet;
6. Creating a disturbance that limits the effective use of the library by others, they will be asked to correct their behavior, disband, and/or leave the building as appropriate;
7. Attempting to crash, degrade performance of or gain unauthorized access to the library's computer systems and networks. Modifying or damaging equipment, software or data belonging to the library or other users. (Sec. 943.70 of the Wisconsin Statutes among other things states that this is a felony "if the offense causes an interruption or impairment of governmental operations");
8. Exposing children to harmful materials. Sec. 948.11 of the Wisconsin Statutes, among other things, makes it a crime to expose children to pictures or images of nudity, sexually explicit conduct, or physical torture or brutality that appeal to the prurient, shameful or morbid interests of children, are patently offensive to prevailing adult standards regarding materials suitable for children, or lack serious literary, artistic, political, scientific or educational value for children.
9. A patron violating this policy will receive a first time warning, 2nd time 30 days suspension and 3rd time suspension for one year.

These restrictions also apply in mediums (e-mail, chat rooms, blogs, etc.) accessed through library computers. Extreme caution is advised when using these do not give out personal information. If someone asks you to meet them inform a responsible adult immediately.

Safely when using the Internet

For information on Internet safety see ConnectSafely (<http://connectsafely.org>).

Supervising Children's Use

The public library, unlike schools, does not serve *in loco parentis* (in place of a parent). Librarians cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet. Columbus Public Library supports the right for each family to decide what is appropriate Internet use for their children. The responsibility for what minors read or view on the Internet rests with parents or guardians.

The following are recommended guidelines for parents and guardians to ensure that children have positive online experiences, whether at home or in the library.

1. Use the Internet as a family. Join your children in Internet exploration.
2. Explore the wide range of available information and tell your children about sites you consider inappropriate for them.
3. Encourage children to use sites recommended on the Library's homepage and counsel them to avoid sites you consider unsuitable.
4. Provide guidelines for your children on the amount of time they spend online, just as for television viewing.
5. Instruct children NEVER to give out personal information (name, address, password, telephone number, credit card number) online.
6. Provide children with guidelines on acceptable use of electronic resources, including email and chat rooms.
7. Teach children to be good online consumers. As with print information, consider the source, date, and accuracy of online information.

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Reevaluation of Public Access Computer Policy This policy will be reviewed and amended, if needed, on at least an annual basis.

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