

COMPUTER & INTERNET USE POLICY

Introduction

The Fairview Heights Public Library offers public access to computers and the internet, as well as wireless access to the Internet on personal devices. The use of the Library's Internet computers is a privilege, not a right; misuse will result in a suspension of that privilege. The following policy has been established to guide access to public computers and the internet to library patrons. The goal is to provide access that fairly and effectively serves the diverse needs of patrons. Offering free public access to the internet is consistent with the library's mission to support lifelong learning. The library's policy in this regard reflects the principles articulated in the following statements by the American Library Association:

- Library Bill of Rights
- Access to Digital Information, Services and Networks
- Freedom to Read Statement

Internet Access Guidelines

The Fairview Heights Public Library reserves the right to monitor and exercise any appropriate measures over patrons' use of the Internet to reasonably ensure compliance with library policies. The Library reserves the right to classify any action, access, or operation on the internet as inappropriate. The Library reserves the right to suspend or revoke computer and Internet privileges if a customer fails to comply with the following guidelines. Illegal use may be subject to prosecution by local, state, or federal authorities.

- Public access computers and wireless Internet access may not be used to access pornographic materials.
- Public access computers and wireless Internet access may not be used for any purposes that violate U.S. or State laws, including copyright laws or software licensing agreements.
- Other illegal or unacceptable uses include, but are not limited to: fraud; bullying; harassment; libel, or slander; solicitation; accessing websites that are harmful to minors or depict child pornography; and unauthorized monitoring of electronic communications.
- Computer and wireless users may not interfere with or disrupt network users, services or equipment.
- The library is not responsible for any commercial transactions conducted by registered users on library equipment or while using its wireless Internet access.
- Computer and wireless users must comply with the library's Computer & Internet Use Policy by clicking the button which indicates that the patron has read the terms and conditions of this policy and understands its significance. These regulations may change without notice.

The Library has no control over information available through the Internet and cannot be held responsible for its content. Computer and wireless users should be aware that images on the screen and at public printers are subject to view by any Library patron or employee passing by in this public setting.

Public computer and wireless users are cautioned that the Internet is not a secure

medium and all transactions, files, and communications may be vulnerable to unauthorized access and therefore should be considered public.

Hardware and Software Use

The Library reserves the right to exercise any appropriate measures necessary to protect our computer systems and cannot guarantee the integrity of data on personal storage devices.

- Patrons wishing to save files must provide their own storage device.
- Any personal software requiring either administrator access to install, or a reboot of the computer, may not be used on any library computer.
- Propagation of computer viruses and worms, hacking, and using the network to make unauthorized entry to any other machine accessible via the network are all prohibited.
- The Library is not responsible for any problems that may occur when using library computers, including loss of files or data.
- The Library makes reasonable efforts to protect personal privacy, including the use of software that deletes user activity. Computer users are responsible for protecting their data.

User Qualifications & Time Limits

Fairview Heights Public Library cardholders may log themselves into the sign-in station using their library card barcode number. FHPL cardholders owing \$5.00 or more will be restricted from using the computers. Guest passes are available upon request at the circulation desk. An ID is required for guest pass use.

For patrons taking online exams which cannot be interrupted, staff may issue a reservation of up to 4 consecutive hours, provided this request is made 48 hours in advance.

Public computer users are limited to 3 hours per day. Use is on a "first-come, first served" basis.

Children's Access to the Internet

There are no age restrictions for use of the Internet and wireless services at the Library. Parents, guardians or designated caregivers are responsible for supervising their minor child's use of the Internet at the library. The library respects the right of parents to determine what is appropriate for their children but the Library cannot enforce these rules, which may be different for each family in our community. Children under the age of 8 years old must be accompanied and supervised by a parent, guardian, or designated caregiver while at the computer station. Parents with small children may use the computer with the understanding that the child will be under direct supervision while at the computer station.

Filtering

The library filters Internet access in accordance with federal law regarding acceptance of E-Rate funding. The Fairview Heights Public Library (FHPL) will operate a technology protection measure ("filtering/blocking device") on the network and/or all computers with Internet access, as required by law. The filtering/blocking device will

be used to protect against access to visual depictions that are obscene, harmful to minors and child pornography, as required by law. Because the FHPL's technology is a shared resource, the filtering/blocking device will apply to all FHPL computers with Internet access. Filtering/blocking devices are not foolproof and the FHPL cannot guarantee that users will never be able to access offensive materials using the FHPL equipment. Evasion or disabling, or attempting to evade or disable, a filtering/blocking device installed by the FHPL is prohibited. These terms are also applicable to any personal wi-fi enable devices.

The Library Director or a designee may disable the FHPL's filtering/blocking device to enable an adult user access.

Printing

Printing is available for a fee at the standard rate posted for black & white, and color copies. Mobile printing is also available for a fee with details on our website or consult with a staff member.

Staff Assistance

Users should have some basic knowledge of the applications they intend to use. The Library staff will assist in start-up procedures and simple trouble-shooting dependent on staff availability and their other work responsibilities. They will also help you find traditional "how-to" materials available in the Library. Patrons are permitted to bring one additional user who may be of assistance when using computer applications.

Seating at Stations

No more than two people may be at a public computer station at one time. Children under 8 years of age must be seated with a parent or guardian.

See Also

The Fairview Heights Public Library Wireless Usage Policy

Approved 3/2015, 8/2015, 6/2024