

INTERNET ACCESS AND SAFETY POLICY

The Internet enables the Beaman Memorial Public Library to expand its reference and information services by providing access to unique resources worldwide. The library offers public access to the Internet through Library Internet workstations and Wi-Fi. Patrons are encouraged to make use of this free service.

The Library does not produce, monitor or control content on the Internet. Although traditional library materials in our collection are selected according to the library's Collection Development Policy, the vast amount of information found on the Internet cannot possibly go through the same selection process. Information on the Internet may be accurate and current or false, out-of-date, or unavailable at times. Patrons should question the validity of the information they find and are the ultimate judges of its appropriateness and value for themselves.

Through the library website, the library offers access to authoritative information databases not widely available on the Web. Some of these resources require a valid library card for authentication.

Library Internet access is intended to connect patrons with information, and staff will offer limited assistance to these users as time allows. While independent use is encouraged, arrangements can be made for individual or group instruction.

The library supports the right to privacy and confidentiality. The library may ask patrons to refrain from viewing content that may be reasonably considered inappropriate to others. The library will not tolerate use of its computers in a way that violates local, state, or federal law.

Library Internet workstations can never be considered completely secure and confidential. Although the library strives to secure the network and individual computers on the network, it cannot guarantee privacy or confidentiality.

Some workstations offer filtered access to the Internet which attempts to block or stop access to sites that might be considered objectionable. The library expects parents to provide guidance to their own children on the appropriate use of the Internet. Children who are 6 years old or younger should be accompanied by an adult, and staff may suggest parental participation if older children need additional support.

Other workstations are unfiltered and allow full access to the Internet. Patrons must be 18 or older to use these workstations.

There are two printers available for use; one uses recycled paper. Patrons may print up to 10 pages at no charge on this printer, but printing beyond 10 pages is fee-based. For printing on clean paper, or for color printing, there is a charge.

Patrons must have a library card in good standing to use the computers. If a patron does not bring in

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their library card, a staff member can look up the patron's card information using photo ID. A guest pass may be issued in some circumstances. The computers will auto-shut down 10 minutes before closing each day.

The library offers Wi-Fi access. Using their own device, patrons may access this unsecured network without showing a library card or identification. Patrons are responsible for making sure their personal device has the correct settings and necessary hardware, and should refer to their manufacturer's documentation or support services. If a user has problems accessing the Wi-Fi, the staff will verify that the library's service is up and running.

Staff cannot assist in making changes to the user's computer. The Library is not responsible for any personal information that is compromised, or for any damage caused to user's hardware or software due to security issues or consequences caused by viruses or hacking. All wireless access users should have up-to-date virus protection on their laptop computers or wireless devices. The Library is not liable of any loss of personal items or information.

Wireless printing is not available at the Library.

Using the library's Internet workstations for illegal purposes is strictly forbidden. Misuse of the computer or Internet access will result in loss of Internet access privileges. Violations may also result in the loss of library privileges. Examples of unacceptable use include, but are not limited to, the following:

- Violation of child pornography statutes (as described in 18 U.S.C '2256.)
- Unauthorized use, disclosure, or dissemination of personal identification information regarding minors
- Display of any material from sites that may be deemed obscene and/or unlawful under federal or state statutes. (M.G.L. 27:28 et seq.)
- Harassment, libeling or slandering others
- Unauthorized use, disclosure, or dissemination of personal identification code/numbers assigned to others
- Destruction of or damage to equipment, computer settings, options, software or data
- Disruption or unauthorized monitoring of electronic communications
- Unauthorized copying of copyright-protected material
- Violation of computer system security, filtering systems, or in any way securing unauthorized access or performing unlawful activities
- Use of computer communication facilities in ways that unnecessarily impedes the activities of others
- Violation of software license agreements
- Violation of network usage policies
- Violation of another's privacy

Neither the Board of Library Trustees, the staff of the Library, nor the Town of West Boylston is

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liable for any negative consequences that may occur as a result of using the Library's Internet connections.

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