

INTERNET SAFETY POLICY AND ACCEPTABLE USE AGREEMENT

USE OF THE INTERNET IS A PRIVILEGE, NOT A RIGHT, AND ACCESS IS VOLUNTARY

1. Internet access is available to those library customers who are in good standing with the library and who read, agree to, and follow the procedures outlined in this agreement. "In good standing" means no outstanding fines nor overdue materials.
2. Access will be granted on a first serve basis.
3. Four levels of access are as follows:
 1. Over 18 with valid library card.
 2. Under 18 with valid library card, parent/guardian signs for child to use filtered Internet.
 3. Under 18 with valid library card, parent/guardian signs for child to use filtered Internet with parent present.
 4. Under 18 and parent disallows child to use Internet.
4. All Internet stations are filtered, whether wireless or in-library. Filters generally block access to inappropriate matter on the internet (language, pornography, etc.)
5. The filtered Internet stations have access to web-based e-mail only.
6. Due to the limited number of stations access will be limited. The first priority of use will be reference and information; the second priority use will be learning about the Internet. When customers are waiting, use will be limited to sixty minutes exclusively for reference and information purposes. Library staff members and others having reference or informational needs may displace customers using the station for recreational purposes.
7. Access to the World Wide Web is provided. Downloading to external media will be allowed.
8. No programs may be run from external media. Files such as Microsoft Office may be opened and edited using appropriate software on computers.
9. Laptops and other personal computer devices are not allowed in the lab or at other computers.
10. Although there is no charge for use of the station, there will be a printing charge of \$.10 per page for black and white printing and \$.25 per page for color printing.
11. Staff will assist with the customer's use of the Internet only as time allows.
12. Any goods or services purchased via the Internet are the sole responsibility of the library customer.
13. The user is responsible for individual choices and decisions and agrees to refrain from inappropriate Internet conduct. Examples of inappropriate conduct include, but are not limited to: misrepresenting oneself or the library; using the Internet for unlawful or malicious activities; sending chain mail or spam; using abusive or

- objectionable language in sending messages; posting or sending slanderous, libelous, obscene, or threatening messages; violating local, state or federal statute; accessing, transmitting or distributing pornographic, obscene, or sexually explicit material; violating copyright; attempting to circumvent or disable library filtering software; altering any configuration settings; and damaging or disabling equipment, software, or data belonging to the library or other users.
14. Other potentially offensive or inappropriate use or conduct (e.g. excessive violence) will be determined on a case-by-case basis by the library staff member(s) observing the conduct. Customers may be asked to leave potentially offensive or inappropriate sites.
 15. The user understands that the library makes no warranties, expressed or implied, that the functions or content of the system will meet the user's specific requirements, or that it will be error-free or trouble-free, current or uninterrupted. The library will not be liable for any direct or indirect, incidental, consequential, or punitive damages (including lost data, information, or income) incurred in connection with the use or inability to use the system.
 16. The library reserves the right to set and enforce rules concerning use of the Internet station. This includes limiting the number of persons at an individual workstation.
 17. The library reserves the right to inspect or observe the use made of its equipment and resources for purposes of enforcing this policy.
 18. The customer will be required to present a valid Thorntown Library Card at the Circulation Desk each time he/she wishes to use the In-Library Internet. **NO ACCESS WILL BE PROVIDED IF THIS CARD IS NOT AVAILABLE.** Customer must also sign Computer use log sheet before and after each session.
 19. The library may suspend or revoke use at any time, without prior notice or hearing, for abusive conduct or violation of the conditions of use set forth in this document. **The library will be the sole arbiter of what constitutes abusive conduct or violation of this Internet Safety Policy Acceptable Use Agreement.**
 20. The library reserves the right to amend this Agreement at any time without notice to the user. Annually at a public meeting of the library's Board of Trustees the Internet Safety Policy and Acceptable Use Agreement will be reviewed.

Approved by Board 6/12/2006

Revisions approved 12/9/2013