

# **Bernville Area Community Library Internet and Computer Use Policy**

## **Internet Policy**

### **Purpose**

The Bernville Area Community Library (BACL) is committed to the promotion of lifelong learning. As part of that commitment, the library will provide public access to diverse and unique resources available via the Internet and the World Wide Web.

### **Children and the Internet**

The *Children's Internet Protection Act* (*pub. L. 106.554*) requires that a library receiving federal funds must "have in place a policy of Internet safety for minors that includes the operation of a technology protection measure with respect to any computers with Internet access...." In compliance with this provision of federal law, a filtering mechanism is installed on BACL computers to protect young users from inappropriate material.

Parents are reminded that filtering is not foolproof. It diminishes the likelihood that searchers will inadvertently retrieve text or images that they may find offensive but does not completely eliminate that possibility. Filters may also block access to sites that users would consider both inoffensive and useful. Parental supervision of young children searching the Internet is strongly advised.

### **Conditions and Terms of Internet Use**

1. The filter that is installed on the library computers blocks certain sites (dating, socializing, adult themes). Adults (those 17 and older) may request unfiltered access to the Internet for any purpose that does not violate the law or library policy. The filter on an individual library-owned computer will be disabled in response to such a request. Library staff may not disable the filter on patron-owned laptops or other wireless access devices.
2. No one under the age of 17 is allowed to have unfiltered access to the Internet. A patron may be asked to prove age to have unfiltered access. At library staff discretion, access may be unblocked to a specific site for those under age 17.
3. Information available via the Internet may be protected by copyright or trademark; use of such information must not violate any copyright or trademark law.
4. Because the Internet allows access to ideas, information, and commentary from sources around the world, libraries cannot control its content. Therefore, individual users must accept responsibility for determining the validity and accuracy of information located on the Internet. Libraries are

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not responsible for any use made of information obtained from Internet resources.

5. The Internet and its available resources may contain material and ideas that are controversial and conflict with the personal beliefs of users. Parents or guardians, not library staff, are responsible for the information selected and/or accessed by their children.
6. Viewing of certain materials in the public library may be considered improper in time, place, or manner. Libraries reserve the right to terminate an Internet session that disrupts library services or involves user behavior that violates library policy.
7. Information-seeking activities in the library are treated as private and confidential. The library retains no records of Internet use by any identifiable minor or adult.
8. For printouts made from the computers, there is a per-page charge of \$0.18 for black and white page and \$0.82 for color pages.

### **Limitations**

BACL does not provide access to subscription services or chat lines.

### **User Responsibilities**

1. Users will sign an Internet use agreement; agreements for those under 17 years of age will require parent or guardian signature.
2. Users must observe time limits and other procedural guidelines as stated in the Computer Policy below.

### **Staff Assistance**

Library staff have received training in computer usage and Internet searching and will provide basic instruction when requested. However, due to limited staffing and time constraints, library staff are not available for detailed searches or entire research projects.

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## **Computer Policy**

### **Conditions and Terms of Computer Use**

BACL public computers are available for use, free of charge, within the context of the following regulations. The regulations are available at the Circulation Desk.

1. Users will use a Berks County Library card to access the computer, if no library card is available the patron may ask for a guest pass.
2. Patrons will not be permitted to use library computers if library privileges have been suspended for conditions listed in the Service Policies.
3. Each registration will permit a one-hour block of time. Blocks may be renewed one block at a time unless other users are waiting.
4. Blocks may be reserved up to 7 days in advance.
5. A reservation will be forfeited when a user arrives more than 15 minutes late.
6. Computers will be shut down 15 minutes before the library closes.
7. Users may be given a brief orientation before initial use, at the discretion of library staff.
8. Hardware will not be modified, abused, or destroyed.
9. Computer station use will be limited to one user per station. Exceptions will be at the discretion of library staff on a case-by-case basis.
10. Users will end session before leaving the computer. This will cause the computer to restart erasing all sites and searches used.
11. BACL software will not be copied, modified, abused, or destroyed by users.
12. Individual user files may be copied onto a user-supplied disk/CD/flash drive.
13. Library staff may revoke computer use privileges at any time, without prior notice.
14. Users are responsible for damage to equipment beyond what occurs with normal usage. Where the user is under 18, the parents and/or guardians are responsible for any damage.

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