

Oliver Wolcott Library
Public-Access Internet Use Policy

Adopted 1998, revised May 18, 2004

Section 1: Purpose

In order to advance the goal of The Oliver Wolcott Library, Inc. to be responsive to the cultural, informational and education needs of its patrons, it shall provide access to the Internet through one or more of its public access workstations, subject to the guidelines set forth below.

Section 2: Caveats

The Oliver Wolcott Library assumes no responsibility for the accuracy, content, completeness, or type of information found on the Internet.

Although the staff of the Oliver Wolcott Library will enforce its Internet Policy, it does not assume a separate responsibility for monitoring or controlling access to the Internet or the content of material available or accessed through the Internet.

The Library does not use filtering software.

Internet users who release public information do so at their own risk. Anything accessed or entered on the Library's public access Internet computers are not secure and may be accessible to others.

Staff is able to provide only limited Internet assistance.

Section 3: Guidelines for Use

The following guidelines will govern the use of the Library's public-access Internet computer workstations:

1. Permitted Access and Use

- a. Children under the age of 9 will be permitted access only in the presence and under the guidance of a parent, or a guardian or other adult appointed in writing by a parent.
- b. Children 9 years of age to and including seventeen years of age will have unsupervised access to the Internet unless a parent or guardian has filed a written direction that such child be denied access to the Internet by means of a library workstation. Parents or guardians who wish to prohibit their children from accessing the Internet at the library must fill out a form available at the Library's main desk and on our website. Upon receipt of such form, such child or children shall have no right to access the Internet by means of a library workstation. The library will notify the parent of any observed use that occurs in violation of the written prohibition. Notwithstanding the foregoing, the library assumes no responsibility for the content of materials accessed by such child or children.
- c. E-mail

2. Prohibited Access and Use

- a. Viewing sexually explicit and/or, obscene and/or potentially offensive images, graphics, and/or material
- b. Harassing, libeling or slandering of others.
- c. Engaging in Interactive Internet Games.
- d. Destruction of or damage to the equipment, software, or data belonging to the Library or other users; changing the Library's set-up of software or hardware; disruption or unauthorized monitoring or electronic communications; or unauthorized copying of copyright-protected material.
- e. Commercial purposes or advertising.

3. Implementation and Practices

- a. In order to assure availability of the Internet workstations, access will be permitted in 30 minute increments as monitored by such methods and means as staff shall implement
- b. One Internet workstation will have a sign-up sheet and users may reserve time up to one-week in advance. Users are expected to arrive on time. Reservations will only be held for ten (10) minutes. Any other Internet workstations will operate on a "first-come, first-serve" basis without a sign-in sheet.
- c. A maximum of two (2) people may use an Internet workstation at a time.
- d. Users are expected to have basic computing and Internet knowledge.
- e. Users are expected to be courteous and quiet to avoid disturbing people using other Library resources.

Section 4: Enforcement

Use of the Library's public-access Internet workstations in violation of the policies and practices set forth herein or for an illegal purpose or in a manner that is detrimental to the functioning of the library and its other services may be enforced by denial of use, suspension of library privileges or referral to an appropriate law enforcement agency. The Library Director will maintain penalty guidelines with the approval of the Board.

Section 5: Modification of Policy

The Oliver Wolcott Library reserves the right to modify this policy at any time, without notice.