

GALESBURG PUBLIC LIBRARY INTERNET POLICY

General Internet Use and Restrictions:

- I agree to use the Internet at the Galesburg Public Library with the understanding that I am responsible for appropriate use of the Internet and the computer itself. I realize that I am responsible for any damage that may occur while I am using the equipment specified for Internet use.
- The Galesburg Public Library assumes no responsibility for any damage, direct or indirect, that users or anyone else may suffer through the Library's access to the Internet. All public Internet users at GPL agree to hold the Library harmless from any claims, losses, damages and obligations related to:
 1. Infringement of U.S. Copyright Law governing the reproduction, distribution, adaptation, public performance and public display of copyrighted material.
 2. The use and/or accuracy of information obtained from the Library's electronic information system.
 3. Damage to non-library software or hardware resulting from viruses downloaded via the Library's Internet services.
- It is the Library's policy to comply with the requirements of the Children's Internet Protection Act (CIPA) and the June 23, 2003 United States Supreme Court decision relating thereto. In doing so, the Library understands that the required technology protection measure may not be fully effective in blocking intended sites and may inadvertently block unintended sites.
- The Galesburg Public Library reserves the right to limit Internet access to educational and informational subjects for study, researching, and work. Customers may access e-mail accounts. Internet computers may **not** be used for gambling, Dungeons and Dragons or pornography. Game playing is limited to the children's room for Internet customers age 14 or younger. Galesburg Public Library staff reserves the right to monitor access and to deny Internet privileges to anyone who does not follow the policies stated in this document.
- Parents and guardians should be aware that the Library cannot assure their children's safety and security when they use electronic mail and other forms of direct electronic communication; cannot protect against their children's unauthorized access, including "hacking" and other unlawful online activities; and cannot protect against unauthorized disclosure, use and dissemination of personal identification information regarding their children if their children provide it while using the Internet.

Customer Responsibilities:

Internet workstations are located in public areas shared by people of all ages and backgrounds. Internet users are expected to show consideration for others when viewing Web pages and to respect the privacy of all other library users.

- Internet computers may only be used for legal purposes.
- Patrons may not:
 1. View, print, distribute, display, send or receive images, text or graphics of obscene materials or material that violates laws relating to child pornography.
 2. Disseminate, exhibit, or display to minors materials that are harmful to minors.
 3. Use an Internet workstation to transmit threatening or harassing material.
 4. Engage in any activity that is deliberately offensive or creates an intimidating or hostile environment.
 5. Violate copyright or software licensing agreements.
 6. Gain unauthorized access to any computing, information or communications devices or resources.
 7. Damage, alter, or degrade computer equipment, peripherals, software, or configurations.
 8. Install software applications.

Registration:

- All Internet users must read and agree to the Internet policy before using the Internet.
- City of Galesburg residents must be registered library cardholders to use the Internet computers. Cardholders with outstanding fines or blocks on their library cards must resolve these problems before using Internet services. Library cards are not transferable.
- Visitors from outside the Galesburg city limits may request a one-time use guest card by presenting photo identification to the reference staff and paying a \$1.00 fee.
- Parents of users 14 years of age or under must sign the registration and user agreement in the children's room. Children 14 years of age or under must read and sign the Child's Rules for Safety online. The child's library card is punched to indicate that written parental permission has been granted to use the Internet.
- Internet users 14 years of age and under must use the Internet computers in the children's room, unless they are with an adult.
- Parents of users ages 8 and below must accompany the child **at all times** during Internet use.

Staff Assistance:

- The Library staff provides limited assistance for basic start up procedures, but cannot attempt to provide instruction on basic computer use of Internet searching.
- Instructional books on computer use are available in reference and in the circulating collection.

Limits:

- There is a 60-minute limit per person per day. Exceptions for online tests, GED, and other specific uses are at the discretion of library staff. Computers are on a first come, first served basis.
- There is a limit of two patrons at a computer terminal at one time.

Printing and Downloading:

- There is a per page charge for printing. Current rates are posted at the computers. Please inquire at the reference desk if you need assistance.
- Downloading to the hard-drive is not allowed.
- The library is not responsible for any loss or damage to disks when using or downloading CD-RW's, flash drives, DVD's or other peripherals.

BREACH OF POLICY

The Galesburg Public Library reserves the rights to limit, refuse, and/or ban any patron from using the library equipment and computers. Violation of any aspect of this policy may result in the loss of library privileges.

Internet Policy
Adopted June 5, 1997
Galesburg Public Library
Board of Trustees

Revised April 4, 2002; November
4, 2004; August 4, 2005;
September 7, 2006; 8-6-09

Internet Registration and User Agreement

FOR USERS AGE 16 AND UNDER

As the parent or guardian of (child's name) _____ I give permission for my child to use the Internet computer at the Galesburg Public Library, with the understanding that I am responsible for monitoring their appropriate use of the Internet Computers and that I am responsible for any damage that may occur.

Parent's Signature _____ Date: _____

CHILD'S RULES FOR SAFETY ONLINE

1. I will not give out personal information such as my address, telephone number, parent's work address/telephone number or the name and location of my school without my parents' permission.
2. I will never agree to get together with someone I "meet" online without first checking with my parents. If my parents agree to the meeting, I will be sure that it is in a public place and bring my mother or father along.
3. I will never send a person my picture or anything else without first checking with my parents.
4. I will not respond to any messages that are mean or make me feel uncomfortable. If I do I will tell my parents right away so that they can contact the online service.
5. I will talk with my parents so that we can set up rules for going online. We will decide upon the time of day that I can be online, the length of time I can be online and appropriate areas for me to visit. I will not access other areas or break these rules without their permission.

Child's Signature: _____ Date: _____

Adopted: 10-08-98
Revised: April 4, 2002
Reviewed 8-6-09
Galesburg Public Library
Board of Trustees