

## **Tipton County Public Library Internet Use Policy**

### Purpose

The purpose of the Internet at the Tipton County Public Library (TCPL) is to make available a broad range of information and research resources. TCPL allows all patrons, regardless of age or residency, to access the Internet. Use of a TCPL Internet computer constitutes agreement with TCPL's Internet Use Policy.

We ask all library users to remain aware of the fact that they are working in a public environment shared by others. In a public space, complete privacy is not a realistic expectation. If what you view or listen to causes discomfort or concern to others, staff may intervene. We strive to balance the needs of all users.

Because of unforeseen circumstances such as network outages and scheduled maintenance, TCPL cannot guarantee Internet connectivity at all times.

### Terms of Use

1. Internet resources must be used in accordance with the guidelines and policies of TCPL. Examples of unacceptable use include, but are not limited to:
  - a. Harassment, abusive, or disruptive behavior;
  - b. Damage to equipment, software, or data belonging to TCPL or other users;
  - c. Violation of the computer system security;
  - d. Activities that have a negative impact on system performance in any way;
  - e. Viewing and/or producing obscene or pornographic material or material deemed harmful to minors;
  - f. Unauthorized access, including "hacking" and other unlawful activities;
  - g. Using library computers with specific functions (e.g., genealogy, online catalog, training laptops, etc.) for unintended purposes.
  
2. Patrons who wish to use TCPL's wireless network must have a computer with a wireless network card, may borrow a library laptop, or have some other device capable of connecting to a wireless network. Users of the wireless network are subject to the terms of TCPL's Internet Use Policy. TCPL cannot guarantee privacy or security of data and connections, and is not responsible for any changes or damages done to a personal device as a result of using the wireless network.
  
3. Minors must adhere to all Internet Use and Patron Behavior policies while using TCPL's Internet connections. Library staff are not responsible for monitoring Internet use by minors. Adult caregivers are responsible for supervising Internet use by minors in their care (age 17 and younger) and ensuring that they do not access inappropriate matter on the Internet, including but not limited to content in email, online forums, social media sites, and other forms of direct electronic communication.

4. Computers in the Children's Department are only for use by children age 12 and under. An exception will be made for adult caregivers who have children using resources in the Children's Department. All other adults should use the main computer lab.
5. Computers in the adult computer lab are only for use by patrons age 13 and older. An exception will be made for children who are with and supervised by their adult caregivers. All other children age 12 and under should use the computers in the Children's Department.
6. Exceptions to the age limits on computer areas may be made by library staff under special circumstances.
7. In order to maximize the availability of computers, TCPL utilizes time management software with all computer lab computers. TCPL staff reserve the right to limit or extend time as necessary.
8. It is the responsibility of the individual user to be aware of and follow copyright laws and restrictions when using the Internet.
9. Data on all computer workstations is the property of TCPL. No assumption of privacy or confidentiality should be made while using TCPL-owned computers, including information collected on patron Internet browsing history. TCPL staff reserve the right to investigate all workstations suspected of Internet Use Policy violations.

#### Penalties

Violation of the Internet Use Policy will result in disciplinary action. Individuals using TCPL computers for illegal purposes will be subject to prosecution.

#### Filtering

TCPL's computer network is filtered in accordance with the Children's Internet Protection Act of 2000. Some content and websites may be blocked to the user, including legitimate sites. Adult patrons, age 18 or older, may request that the filters be disabled, but all aspects of the Internet Use Policy still apply.