

## **Kittanning Public Library**

### **Library Computer Policy**

The Kittanning Public Library has word processing and internet access on all computers. The computers are connected to a black and white printer and a color printer. The Board of Trustees and the Library Director have formulated the following policy statements regarding usage of these services.

#### **Internet Access**

The Internet, a worldwide network of computer networks is an essential medium for obtaining and transmitting information of all types. Therefore, public access to the Internet is germane to the Library's mission. However, the Internet is an unregulated medium. It also provides access to information that is inaccurate, illegal or that some may find offensive or disturbing. But the Library cannot control a user's access to other Internet resources.

#### **Responsibilities of Library Staff and Users**

1. Kittanning Public Library subscribes to the policies of academic freedom and freedom of information as set forth in the Library Bill of Rights formulated by the American Library Association.
2. In light of the above, the staff of Kittanning Public Library will not attempt to censor anyone's access to information of the Internet regardless of the age of the user. In any case, we do not have a large enough staff to monitor the usage of each computer.
3. The user, or the parent of a minor, is responsible for his or her Internet session at all times. As with all Library resources, the Library affirms the right and responsibility of parents/guardians to determine and monitor their minor children's use of the Internet. (Minors are defined in this policy as children and young people under the age of 18 years.) Parents are responsible for their minor children's use of the Library's resources and facilities. Parents who believe that their children cannot responsibly use the Library's Internet access are requested to monitor their children's Internet use.
4. The Library, having installed and enforced the operation of filtering software in compliance with the Children's Internet Protection Act, will have no liability for damages related to the operation of, or failure of, the filtering software, or for its circumvention by users.
5. We do NOT take reservations for computer usage. Use is based on a first-come, first-serve basis. Use is limited to ONE hour when there are other patrons waiting. Our computers are primarily for research, word processing and communications. We reserve the right to request an individual to give up a computer so that someone needing to write a report or research a subject may be allowed to do so.
6. Although we do not censor, we do reserve the right to ask a user to leave any site we deem inappropriate to public view. Since the Library is a public forum, privacy while using the Internet cannot be provided. Users are also cautioned all transactions and communications in an electronic environment are vulnerable to unauthorized access.
7. Use of the computers is free; however, there is a charge for all printing. You are responsible for what you print. If you are unsure of how to print only what you need or how many pages you are printing, ask a staff member for assistance.
8. Patrons who owe money for library fines or damaged/lost materials are not permitted to use the computers until the debt is paid.
9. Librarians are available for a limited amount of assistance in using the Internet. Since the staff must assist other patrons as well, they cannot spend large amounts of time guiding patrons through the Internet. The library staff cannot provide in-depth training concerning Internet computer jargon or personal computer use, but may be able to offer searching suggestions.
10. The Library staff will develop such rules and procedures as are necessary to ensure the fair and reasonable use of Internet access.

### **Unacceptable Uses of Computers**

Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

1. Uses that violate the law or encourage others to violate the law.
2. Uses that cause harm to others or damage to their property.
3. Uses that jeopardize the security of access of the computer network or other networks on the Internet.
4. Uses that compromise the safety and security of minors when using e-mail, chat rooms and other forms of direct electronic communications.

### **Technology Protection Measures**

The Library, either by itself or in combination with its Internet access provider, will install filtering software or other technologies on all library computers with Internet access, and will enforce the operation of same during any use of those computers, to prevent minors from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Filtering software is not foolproof. It diminishes the likelihood that searchers will inadvertently retrieve text or images that they may find offensive, but does not eliminate that possibility. Filters often block access to sites that users would consider both inoffensive and useful.

If you do not find what you need, please do not hesitate to ask a librarian for help. A library staff member may disable technology protection measures, as necessary, for bona fide research or other lawful purposes by people aged 18 and older.

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