



<u>Policy</u> Computer & Internet Acceptable Use	<u>Date Approved by WGRLS Board</u> 7/24/2018; 9/22/2020; 11/16/2021
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Purpose:

WGRLS provides access to the Internet as a means of fulfilling its mission to make accessible informational, educational, recreational, and cultural resources. The Regional Board supports the idea that all members of the community have free and equal access to the entire range of library resources, regardless of content, approach, format, or amount of detail.

Responsibilities of the West Georgia Regional Library System:

WGRLS complies with all provisions of the Children’s Internet Protection Act (CIPA) as codified at 47 U.S.C. § 254(h) and (l). Library internet access is filtered as required by law. An administrator of a public library, or designee thereof, may disable the software program or online server that is being utilized to filter access to material for an adult to enable access to the Internet for bona fide research or other lawful purposes.

WGRLS shall have no liability for direct, indirect, or consequential damages related to the use of library equipment, wireless connection, or information accessed on the Internet, including any risk to personal electronic devices.

Library employees are authorized to take prompt and appropriate actions to enforce the “Rules of Conduct for Use of Library Computers.”

Responsibility of Patrons and Parents of Minors:

Patrons may access library computer resources using their PINES library card or a guest computer pass. Wireless access is also available.

Adults must accept responsibility for determining what is or is not appropriate for themselves. The Internet is an unregulated and rapidly changing medium. It contains a wealth of diverse material that is personally, professionally, and culturally enriching to individuals of all ages, but it also contains materials that may be offensive, controversial, disturbing, illegal, harmful to minors, inaccurate, or incomplete.

Minors shall not use computers for any illegal activity, or to access illegal materials, child pornography, obscene materials, or materials "harmful to minors" as currently defined by law.

Parents and guardians who wish to limit or restrict the access of their own children must personally oversee their children's use of the Internet and other forms of electronic information. Parents are expected to monitor and supervise their children's use of the Internet in selecting material that is consistent with personal and family values and is appropriate for the age and understanding of their children. Library staff does not and cannot provide this monitoring or supervision.

All patrons must use the library's computers and network in accordance with the "Rules of Conduct for Use of Library Computers."

Rules of Conduct for Use of Library Computers:

- Patrons have access to a hardwired broadband Internet connection at the library using computers provided by the library and in accordance with WGRS policies and procedures. Patrons may not access the Internet through the library's network with personally owned computers via a direct, hardwired connection. WGRS does allow access to its wireless network with personally owned computers. However, WGRS does not provide any kind of technical support to patrons who try to access the wireless capabilities with personally owned computers.
- Internet computers shall not be used for illegal activity, or to access illegal materials, child pornography, materials "harmful to minors," or materials which would be considered obscene as defined by federal or state law.
- Installation or downloading of software is prohibited.
- Users shall respect copyright laws and licensing agreements.
- "Hacking" or any attempt to gain unauthorized access to restricted computer files or networks is not allowed. This includes attempts to damage or modify computer equipment or software.
- Library computers cannot be moved from their current locations. The library's computers are set up for optimal usage by a single individual.
- Upon completion of an Internet access session, depending upon current demand for terminals, a user may be required to wait before signing up for another session or may be limited to a certain number of time slots per day.
- Patrons shall respect the privacy of other users and shall refrain from attempting to view, read, censor, or comment on material being used by others.
- Users should exercise extreme caution about revealing any personal identification information (e.g., name, address, telephone number, e-mail address, social security number, age, or credit card number) over the Internet. Minors should never disclose any personal identification information over the Internet.
- Users are warned that Internet access computers are not private, and that library personnel may access "tracing" files to maintain system integrity and to investigate suspected violations of law or policy.
- The library has received funding from the federal Emergency Connectivity Fund (ECF) to purchase hotspots, laptops, robotics kits, 3D printers, video game systems, and archival/preservation equipment. Any ECF supported equipment and services can only be

provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet.

Termination or Prohibition of Access:

Misuse of library computers will result in the loss of computer privileges, potential loss of library privileges, and possible prosecution. Accessing web sites deemed to be graphically obscene by the library manager or supervisor shall result in the immediate revocation of Internet access for no less than six months. A second attempt to access graphically obscene material will result in barring from services within the PINES region.

All other misuse of library computers will result in the loss of computer privileges for three months from the date of the violation at all WGRSL facilities and a second violation will result in a loss of computer privileges for six months at all WGRSL facilities. A third offense will result in a permanent loss of Internet access privileges at all WGRSL facilities and a barring from services within the PINES region.

Right of Appeal:

An Internet user whose access session has been terminated or whose Internet access has been prohibited shall have the right to appeal and/or request that Internet access privileges be reinstated. An appeal must be in writing and submitted to the Director within 5 business days of the termination or prohibition. Within 10 business days of receipt of the appeal, the Director shall review the matter and notify the patron in writing of his/her decision. The decision of the Director is final. No further appeals shall be considered. Temporary or permanent denial of Internet privileges at any WGRSL facility will be effective at all WGRSL facilities.

[Acceptable Use Policy for Internet Usage at Public Libraries in Georgia](#)
[Children's Internet Protection Act \(CIPA\)](#)