**INTERNET ACCEPTABLE USE POLICY**
**APPOMATTOX REGIONAL LIBRARY SYSTEM**
**Rev. and Adopted 11/18/03**

## I. Library Mission Statement

The Appomattox Regional Library System will provide services and programs to the communities it serves through support of life-long learning, general information, and the exchange of ideas with effective use of traditional library resources and emerging technology.

## II. Internet Philosophy

Providing Internet access, as an information resource is a logical continuation of the Library's role of formal education support and reference service. The Internet enables the Library to provide information and commentary from around the globe to users who may not otherwise have access to this resource. This resource enhances the library's existing collection in depth and in currency.

However, the Appomattox Regional Library System disclaims any responsibility as to the Internet's quality, informational accuracy, authoritativeness, or usefulness for a particular purpose. The library also assumes no responsibility for any damages, direct or indirect, arising from the use of its connection to the Internet or other electronic resources.

## III. Responsibilities of Internet Users

The library wishes to make the Internet and all computer resources available to anyone who respects the rights and property of others, including the library, and who abides by these policies. In offering Internet access, library staff cannot control access points which often change rapidly and unpredictably. Users are hereby notified that they are responsible for the access points they reach.

Parents or guardians of minor children must assume responsibility for their children's use of or exposure to the Internet through the library's connection. The Library System applies a filtering system to their computers to protect against access to visual depictions that are obscene, contain child pornography, or are harmful to minors.

However, access to Internet sites containing "adult" content, as well as on-line communication with anonymous persons, is still possible. This is because no filter system has been found to be perfect and there can be no guarantees that our filtering system will block undesirable sites 100% of the time.

 In order for the library to be in compliance with the Children's Internet Protection Act and with section 42. 1-36.1 of the Code of Virginia, the following regulations, provisions, and recommendations are provided for Library Internet use:

1. All Internet accessible computers are filtered and may be used by patrons of any age without restrictions.

2. Adult patrons (18 years and older) may request from Library staff unfiltered access to the Internet, without explanation.

3. Computer resources may not be used for the following purposes:

    Violation of any applicable federal, state, or local laws, ordinances, rules, or regulations.

Harassment of other persons or parties.
Destruction of or damage to equipment, software, or data belonging to the library or other users.
Gaining or attempting to gain unauthorized access to any computing, information, or communication devices or resources.
Disruption or unauthorized monitoring of electronic communications.
Unauthorized copying of copyright or other protected material.
Violation of computer security or privacy.
Unauthorized use of computer accounts, access codes, or network identification numbers assigned to others.
Violation of software license agreements.
Access or transmit illegal activity, child pornography, sexually explicit material that appeal to the prurient interest or any other material that is not constitutionally protected.
Online dissemination of obscene or harmful to minors materials, including those for the specific purpose of inducing them to engage in or perform sexual acts.
Violation of another person's or party's privacy. Use of computer facilities in ways that unnecessarily impede the computing activities of others (such as randomly initiating electronic communications or email exchanges, overuse of interactive network utilities, etc.)

4. For any content on a computer screen that the library, in its sole discretion, subject to constitutional limitations, and in consideration of the best interests of the public, determines to be an unacceptable purpose, a staff member may request the patron using the computer to cease viewing the offending computer site.

Further, a patron has the right to lodge a complaint concerning any instance in which the patron believes the ARLS filtering system fails to block a site that should be blocked according to the Children's Internet Protection Act. Suggestion/Comment boxes are available in all ARLS locations.

Any staff member who observes any violation of ARLS Internet policies will take action to enforce compliance. In this regard, failure to comply with ARLS policies can result in suspension or cancellation of Internet access, and/or in some cases legal proceedings.

**IV. Staff Assistance**

Because of limited staff resources, the Appomattox Regional Library System will not always be able to provide intensive assistance to Internet users. At busy times, staff will only be able to assist a patron with getting started, and then if possible will return later to check on progress. Library users are advised to attend the periodic ARLS Public Internet Workshops for more detailed training on Internet resources. Patrons are also encouraged to consult computer tutorials and the Library's online public access catalog to find reference and circulating materials on how to use the Internet.

Patrons who do not find the information they seek are encouraged to confer with an ARLS reference librarian. ARLS reference staff are trained information specialists and have access to several sources of information both in electronic and print format.

**V. Time Limits**

Due to a limited number of computers, all patrons wishing to reserve a computer will need to sign up at the Circulation Desk. Reservation for computers designated for one-hour sessions are taken during the same day that the computer would be used, but can be taken by phone as well as in person. A patron is booked only one hour per day; the library reserves the right to "bump"

any patron who has used up their hour of computer use, if that computer is needed for another scheduled patron. Patrons are expected to begin logging off five minutes before library closing time.

Computers designated for INTERNET EXPRESS are intended to supplement the one-hour Internet service. They are designed to allow a patron to look up some quick information, access the library catalog, or check e-mail, without having to wait for a one-hour computer. All policies listed previously in this document apply to these computers, even though patrons do not need to reserve them at the circulation desk.

## VI. Printing

Each user may print at the charge of ten cents per page. This is the same rate charged for use of our photocopiers. Printed copies must be paid for at the Circulation Desk.

**ALL PATRONS USING ANY OF THE LIBRARY'S COMPUTERS FOR INTERNET ACCESS MUST ACKNOWLEDGE AND ABIDE BY ALL OF THESE COMPUTER RESOURCES AND INTERNET ACCESS POLICIES.**

**FAILURE TO COMPLY WITH THESE POLICIES CAN RESULT IN SUSPENSION OR CANCELLATION OF PRIVILEGES, AND IN SOME CASES LEGAL PROCEEDINGS.**

**THIS POLICY WAS ADOPTED BY THE APPOMATTOX REGIONAL LIBRARY SYSTEM BOARD OF TRUSTEES 11/18/03.**