

<b>Niagara Falls Public Library</b>	<b>Date Effected June 20, 2018</b>	<b>Public Internet Services Policy</b>

## **Purpose**

The Niagara Falls Public Library Board endorses the use of the Internet as an essential source of information to complement traditional library collections. The Internet is also recognized as an essential communication tool, connecting individuals and communities of interest, as well as a source for entertainment. This policy establishes the provision of public network services to access the Internet and acceptable use of these services.

## **Definitions**

Public Network is defined as including Niagara Falls Public Library's wired and wireless networks used by the public.

## **Reliability and Appropriateness of Information on the Internet**

1. It is the user's responsibility to question the validity and appropriateness of information available on the Internet.
2. The Library is not responsible for the accuracy, quality, legality, appropriateness or availability of any Internet sources accessed through the Library's public network.

## **Access to the Public Network**

1. Access to the public network via public computers or users' personal devices is free.
2. The Library provides public computer workstations that are adapted for people with disabilities meeting AODA standards.
3. The Library reserves the right to set time limits on public computers and adjust users' computer time and scheduling as necessary. The Library also reserves the right to terminate an Internet connection at any time.
4. Users must agree to be bound by the Public Internet Services Policy that is displayed when logging onto the Library's public network.
5. The Library strives to maintain the availability of the public network at all times. The Library is not responsible for any monetary or other loss if the public network is interrupted or unavailable.

<b>Niagara Falls Public Library</b>	<b>Date Effected June 20, 2018</b>	<b>Public Internet Services Policy</b>

6. The Library does not assume any responsibility for the configuration, security or files on personal devices resulting from connection to the public network.

7. The Library assumes no responsibility for the security and privacy of online transactions.

8. The Library will not be responsible for any expenses incurred by, or the potential repercussions of a third party using, personal/banking/credit card information that has been entered via the public network.

### **Privacy and Confidentiality**

1. The reservation system log of an individual's use of public computers is erased daily.

2. The log of Internet addresses accessed by a particular public computer or IP address is erased periodically.

3. A public computer's session history and cache is erased after each Internet session and resets the computer before the next Internet session.

4. The log of unique identifiers of individual devices accessing the wireless network is erased daily.

5. Public computers and wireless access points are in public areas of the Library. Users must respect the privacy of others. There is no guarantee of privacy.

### **Type of Access**

1. A user may access a public computer by using a valid Niagara Falls Public Library card or guest pass to log in to a workstation.

2. Children's library cards will allow access to filtered public computers only. Children may access unfiltered Internet stations upon written permission from their parent/guardian.

3. A user does not need a valid library card or guest pass to access the wireless network.

<b>Niagara Falls Public Library</b>	<b>Date Effected June 20, 2018</b>	<b>Public Internet Services Policy</b>

### **Assistance From Staff**

Staff will provide assistance with:

1. Accessing the Internet via public computers and users' personal devices.
2. Helping users begin a search.
3. Accessing the Library's digital resources.

### **Acceptable Use**

To ensure equitable access to the public network and efficient use of resources, the Library sets rules for public network access and reserves the right to modify these whenever and wherever appropriate.

Users who deliberately violate the rules may have their library privileges suspended.

The Acceptable Use Rules are:

1. Users should view the use of the public network in the same way as they view use of the general collection, that is, they are shared resources.
2. Users should view the use of the public network the same way as they view the use of any library space, and should refrain from activities that disturb others.
3. In respect to the range of ages, sensibilities and viewpoints of its diverse clientele, staff reserve the right to redirect users whose activities on public computers or their personal devices diminish the enjoyment of the library space by others.
4. Use of the public network for illegal, actionable or criminal purposes or to seek access to unauthorized areas is prohibited.
5. User-supplied software may not be installed on the public computers, and users may not modify software installed on public computers.
6. Users may not subvert, or attempt to subvert, any security hardware or software installed by the Library.

<b>Niagara Falls Public Library</b>	<b>Date Effected June 20, 2018</b>	<b>Public Internet Services Policy</b>

### **Filtering**

1. A mix of filtered and unfiltered public computers are available to allow users free access to information, while also reducing the chances of involuntary viewing of sites that may be considered by some to be offensive or inappropriate.
2. The Library may filter all public computers and wireless access for illegal, potentially dangerous, or malware distribution sites. The Library assumes no responsibility for the currency of the filter, or the content provided through it.
3. Filters may fail to block sites that some users may find objectionable. Filters are not intended to replace parental guidance or use of critical judgement.