

Colfax Public Library Internet Usage Policy

The Colfax Public Library Board of Trustees has established this Internet use policy to ensure appropriate and effective use of this resource. Access to the Internet is available to all patrons, however this service may be restricted at any time for use not consistent with the guidelines.

Expectations:

Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state or federal laws and can lead to prosecution. Users are expected to abide by the policies below which include generally accepted rules of network etiquette.

Responsibility of Users:

The Colfax Public Library cannot guarantee confidentiality over the Internet. Patrons entering personal information do so at their own risk. Not all resources on the Internet are current, accurate or may meet an individual's needs. It is the responsibility of the user, parent, guardian or caregiver to select information suitable to their needs.

Supervision of Children's Usage – Ages under 16:

It is the responsibility of the parent or legal guardian to decide which resources are appropriate for their children. Parents or legal guardians should let their children know if there are resources they do not want them to use and are encouraged to supervise their children's Internet use.

Rules for Usage

1. Users are to sign in at the checkout desk to use a computer or iPad and sign out when finished.
2. Use of the computer/iPad will be on a first-come, first-served basis.
3. Users are limited to 30 minutes per session. If no one is waiting, a patron may request an additional 30 minutes. Additional time used is at the discretion of library staff.
4. No more than 1 user will be permitted at a workstation at a time, unless prior permission is obtained from library staff.
5. No food or drink is allowed.
6. Materials may be printed at a cost of 25 cents per black-and-white page and 50 cents per color page payable at the end of the Internet session.
7. Children in third grade or younger must be with a parent or guardian.
8. Library staff will assist patrons in using the Internet and computers, time permitting, but may not be familiar with every application accessed.

Users May Not:

1. Make any attempt to add, delete, modify, damage or disassemble the installed hardware or software or any part of the computer system.
2. Use the workstation for any illegal or criminal purpose.
3. Violate copyright laws or software licensing agreements while using library computers.

4. Use inappropriate behavior, see conduct policy.
5. Display offensive messages or images.
6. Participate in cyber bullying.

Using the computers and internet services at the Colfax Public Library indicates your acceptance of this policy. Failure to comply with this policy will result in termination of this privilege.

Disclaimer: The Colfax Public Library disclaims any responsibility arising from access to or use of information obtained through its electronic information systems or any consequences thereof.

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