Beals Memorial Library

Winchendon, Massachusetts

INTERNET USE POLICY

Though our library is small, with limited resources, the Beals Memorial Library will offer Internet access to the public, on selected computer terminals. The Library is making the Internet available as an information and educational resource, in support of its mission to serve Winchendon as a center for education, culture, recreation and information. In addition to traditional library materials, electronic sources, via the Internet, are offered to help meet the needs of community residents, of all ages, in their pursuit of personal, educational, and occupational interests.

Consistent with our mission and the professional principles of public librarianship, this Internet Use Policy affirms the safeguarding of First Amendment rights, intellectual freedom, equity of access, confidentiality of information about users and their use of all Library resources, including electronic, and individual responsibility. The Library affirms the principles and user rights as delineated in the American Library Association's Access to Electronic Information, Services, and Networks.

The Library assumes no responsibility for any damages, direct or indirect, arising from its connections to the Internet. The Library makes no guarantee, either expressed or implied, with respect to the quality or content of the information available on the Internet. Not all the information available via the Internet is accurate, current or complete. Users are encouraged to be good information consumers by evaluating the validity of information accessed via the Internet.

The provision of access to the Internet does not mean or imply that the Library endorses or sanctions the content or point of view of any of the information or commentary, which may be found on the Internet. The Internet is a vast and unregulated information network. It enables access to ideas, information, images and commentary beyond the confines of the Library's collection, mission, selection criteria, and collection development policies. The Library cannot protect individuals from information and images that they might find offensive or disturbing. The Library reserves the right to ask individuals to discontinue the display of information and images, which cause a disruption.

Examples of disruptive use include, but are not limited to, the following:

1. Attempting to impersonate or to gain unauthorized access as a system administrator or as any other user.

2. Attempting to harm or destroy data of the Library network, of another user or another agency connected to the Internet.

3. Unauthorized monitoring or disrupting of electronic communications.

4. Violating guidelines of accessed networks.

5. Harassment, libel or slander of any kind.

6. Using the Internet for commercial or political purposes without proper authorization from the Library Director

7. Using the Internet for illegal activities including copyright violations and illegal distribution of software.

8. Giving out an individual's personal address, phone number or e-mail address without his/her written permission.

9. Spamming (ending massive, inappropriate and unsolicited information) or flooding (transferring data without intent of meaningful communication.

10. Encouraging or supporting prohibited activities by others.

11. Setting up any sort of server or service that allows remote access to, or use of local computer resources, without proper authorization.

12. Using the Internet at the Library without having on file an Internet Terminal User's Agreement or a local library card application including permission to use the Internet, signed by a parent or legal guardian.

The patron is responsible for his/her actions while using the Internet. Unacceptable uses of the network will result in the suspension or revocation of privileges.

GENERAL GUIDELINES

Patrons may bring their own USB drives if they want to save or download files. The Library is not responsible for any loss or damage to any files or media when downloading or uploading information, or for any offensive material downloaded.

Software downloaded from the Internet may contain a virus and patrons need to have virus-checking software on their own equipment.

Parents or legal guardians are responsible for the Internet information selected and/or accessed by their children. Children who use the Internet unsupervised may be exposed to inappropriate or disturbing information and images. Parents/guardians are encouraged to discuss the use of the Internet in relation to family values and boundaries with their children and to personally monitor their children's use of the Internet.

Library computers are equipped with security software which may not allow the loading or downloading of software, programs, or utilities, cookies, etc. onto the library's hard drives.

Internet terminals are shut down 15 minutes prior to closing. Please plan accordingly.

Users may be accompanied by only one other person at a computer station.

Library staff can answer only basic questions about the Internet. Users are encouraged to learn about the Internet by reading any of the books the Library has on the subject.

In order to insure equity of access for all users, computer time may be limited to as little as one hour. After one hour, users may be asked to step aside for another user. Failure to comply promptly may result in the loss of Internet privileges.

For the benefit of all, disruptive behavior cannot be tolerated, and those involved will be asked to leave. Repeated or serious offences will result in the temporary or permanent loss of some or all library privileges.

Adopted December 2011