

HERITAGE PUBLIC LIBRARY

PUBLIC ACCESS COMPUTER AND INTERNET POLICY

Subject to the laws, regulations, and ordinances of the United States of America, the Commonwealth of Virginia, and the counties of Charles City and New Kent, nothing contained herein shall be construed to refute, abridge or otherwise negate the effect and full force of any such statute.

Public use computers at Heritage Public Library are provided for the legitimate Internet and computer needs of the Library's card-holding members. Use of these computers is a privilege that may be revoked if they are used in an inappropriate, irresponsible, or unacceptable manner, or for illegal acts or purposes (which may be subject to prosecution by local, state, or federal authorities). Examples of such prohibited behavior include:

- Damaging or altering software components of any network or database
- Downloading to the hard drive of the Library's computers
- Unauthorized use of computer accounts, access codes, or network identification numbers
- Violating software licensing agreements
- Violating network usage policies and regulations
- Attempting to modify or gain unauthorized access to files, passwords, computer security, or data deemed unavailable for public use
- Destroying or damaging equipment, software, or data belonging to the Library or others
- Unauthorized copying of copyright-protected materials
- Using library computers equipment and communications services to send, receive, view, or download illegal materials via the Internet
- Using library computers, whether on or off the Internet, to interfere with the activities of the Library or its network or to violate Virginia Code S 18.2-374.1:1 (child pornography), Virginia Code, S 18.2-372 – S 18.2-374 (obscene materials), or S 18.2-390 (materials deemed harmful to juveniles).

Violations of the law will be reported to appropriate law enforcement authorities.

PROCEDURES

The Library limits computer use time to 30 minutes unless no one is waiting. In order to use the computer, patrons must have a valid Heritage Public Library card, must not have their computer use privileges suspended or revoked, and must read the Public Access Computer and Internet Policy statement. Computer access allowances can be made for non-patron travelers, visitors, and those passing through who present valid ID and read our computer policy statement.

In order to comply with the Virginia Code S 42.1-36.1, Heritage Public Library has installed filtering systems on all Internet accessible computers. Adult patrons (18 years or older) with proper proof of age may request unfiltered access to pursue "bona fide research or other lawful purposes." Such a request must be made to the senior Library staff member in attendance (usually the director), who will then disable the filtering system for the session. Parents or legal guardians of minor children may request that their children have unfiltered access to the Internet if they (the parents) personally monitor their children's sessions or if they fill out and sign in our presence a permission form for their children's continued future unfiltered use.

Heritage Public Library does not offer electronic mail accounts, chat lines, or any other interactive services.

Patrons may not use personal software programs. Heritage Public Library is not responsible for damage to patron owned devices attached to our computers.

Patrons must log out of and close all applications and windows (which will return the monitor screen to library-installed icons) at the end of their sessions.

To reduce noise and crowding, no more than two people at a time may gather around a computer workstation.

Patrons are responsible for the management of their electronic files. The Library is not responsible for saving files, for the correct downloading of files, for file storage equipment left in the Library, or for any other items left at the workstations or elsewhere in the Library.

Printing may be done at the current rate charged by the Library.

Patrons, including parents or guardians, shall be held financially responsible for any damage to the equipment or software caused by their own or their dependents' negligence or deliberate misuse.

THE INTERNET

The Internet is a global electronic network with no truly effective local, state, or federal regulation of its users, content, or content-providers, even when measures, such as filters, are in use. Consequently, the resources and information available are not under the control of Heritage Public Library or its access provider. Some sites on the Internet contain controversial or explicit materials; others contain false, misleading, incomplete, inaccurate, or dated information. The Library cannot completely protect users from materials that some may find offensive, inappropriate, or inaccurate and will not be responsible for information and graphics accessed through the Internet.

Due to the lack of authority control on the Internet, patrons need to be good information consumers, carefully evaluating information and checking additional sources (print or electronic) when appropriate.

FOR THESE REASONS, ALL CHILDREN UNDER THE AGE OF 12 MUST BE ACCOMPANIED AND SUPERVISED AT ALL TIMES BY A RESPONSIBLE ADULT (PARENT OR LEGAL GUARDIAN) WHEN USING THE INTERNET. FOR ALL MINORS, IT IS STRONGLY RECOMMENDED THAT PARENTS SUPERVISE THEIR CHILDREN'S INTERNET SESSIONS.

Parents / legal guardians are SOLELY responsible for monitoring materials their minor children access on the Internet. Parents or guardians may restrict their children from visiting Internet sites (Virginia Code 18.2.390).

Library staff use is governed by this document also.

Adopted September 23, 1999; revised November 27, 2000, February 27, 2001, June 20, 2007, March 21, 2013, August 21, 2017.