

## SKFL INTERNET USE POLICY

Approved 8/1/23

### **Purpose**

Sherrill-Kenwood Free Library (SKFL) has adopted this Internet Use Policy to establish guidelines and acceptable behavior for use of the library's Internet.

The primary goals of SKFL's Internet is to:

- Provide the community with free use of the Internet
- Provide the community with current digital information
- Provide the community access to online resources, research and educational tools, and entertainment

All community members are expected to follow the rules set forth by SKFL regarding use of the library's Internet.

### **Public Access Computer Sessions**

- Users can reserve a public access computer for Internet use in person or by phone during the library's hours of operation.
- Public access computers are available on a first come, first served basis.
- Patrons are guaranteed access to a public access computer for 30 minutes. Sessions may be extended indefinitely, so long as no other patrons are waiting to use a computer. If there are patrons waiting, and current users have exceeded their time limit, the current user who has been on the longest will be asked to exit their computer session first.

### **Assistance**

SKFL staff members are trained to provide limited startup support.

### **Acceptable use**

- Users may not install any software or save any computer files on the computer hard drive.
- SKFL reserves the right to remove any file that has inadvertently ended up on the computer and restore the computer's hard drive to its original configuration.
- No changes are to be made in any program setup or the hard drive configuration.
- Users are asked to immediately report any problems with equipment to library staff.

Damage to SKFL's computer equipment caused by or resulting from inappropriate use or improper behavior may result in civil and/or criminal action being taken.

## **Use by Minors**

Parents, guardians, and adult caregivers agree to assume responsibility for deciding which library resources are appropriate for their own children. SKFL has neither the right nor the responsibility to act in place of a parent, guardian, or caregiver and assumes no responsibility for the use of the Internet by minors. Parents and guardians are advised to monitor and supervise their children's Internet use as well as guide and inform them about materials they should and should not use.

## **Privacy**

SKFL does not collect information about community members' Internet use, including when the Internet was accessed and what content was accessed via the library's in-house public computers. Public wireless internet users are advised that system logs are automatically stored offsite for thirty days after use. These logs include the device name, MAC address, assigned IP address, and the time and date of access. After thirty days, this information is automatically deleted.

## **Disclaimer**

SKFL is not responsible or liable for the content of postings by third parties accessed via the library's Internet. Users should be aware that not all sources on the Internet provide accurate, complete, or current information. The library denies any responsibility for the accuracy or quality of information obtained. The library urges patrons to be informed consumers and carefully evaluate information obtained via the Internet. Patrons are expected to follow all local, state, and federal laws and regulations and understand that the library cooperates with any law enforcement investigation, if necessary.