

**GREENSTONE PUBLIC LIBRARY BOARD
COMPUTER AND INTERNET USE POLICY**

SUBJECT: Liability

POLICY NO: COM-1

APPROVAL DATE: February 15, 2006

BOARD MOTION: 06-010

1. The Greenstone Public Library Board and Staff make no warranties of any kind, whether expressed or implied, for the Internet service provided, nor will they be held responsible for any damages which a user might suffer. This includes loss of data resulting in delays, non-deliveries, mis-deliveries, service interruptions, errors or omissions.
2. Use of any information obtained via the Internet is at the user's own risk.
3. The Greenstone Public Library accepts no responsibility for the accuracy or quality of information obtained through the Internet, or for any costs, liabilities or damages caused by the user. All users need to consider the source of any information obtained and its validity.
4. The Greenstone Public Library Board and Staff have no control over the information accessed through the Internet, and cannot be held responsible for its content.
5. Parents may find some of the material on the Internet objectionable. As with other library materials, parents are expected to provide guidance to their children in its use.
6. Children aged 13 and under are required to have their parents come into the Library and sign the Internet User Agreement Form (Appendix A).

Revised February 16, 2006
Revised July 4, 2006
Revised September 26, 2007
Reviewed December 9, 2008
Revised September 13, 2011

10. Users will not alter the setup of a computer workstation or of the network in any way, including erasing files or programs, downloading and installing games or other programs from the Internet, or in ANY OTHER WAY.
11. Users recognize that the Greenstone Public Library Staff may remove privileges from any individual who does not respect the Library Policy. Staff on duty at the time of the incident may suspend users for up to one (1) week. Suspensions over one (1) week and up to 120 days may be made by the Branch Librarian. Any suspension over 120 days will be at the direction of the CEO.

Revised February 16, 2006
Revised July 4, 2006
Revised September 26, 2007
Reviewed December 9, 2008
Revised September 13, 2011

**GREENSTONE PUBLIC LIBRARY BOARD
COMPUTER AND INTERNET USE POLICY**

SUBJECT: Internet Access Station Procedures	POLICY NO: COM-3
APPROVAL DATE: February 15, 2006	BOARD MOTION: 06-010

Patrons wishing to use the Library's computers should follow the procedure outlined below:

1. Sign up at the circulation desk. You may have to wait for a computer to become available if they are all in use when you sign up. First time users must read this policy and first time users aged 13 and under must have their parents come into the Library and sign the Agreement on their behalf.

2. You will have 10 to 60 minutes to use the computer, depending on how many users are waiting in line.

3. Those that are doing a school, college or university research project, or a personal project such as a resume, will be given priority in the use of the computers, and may also be allowed to use the computers for longer than one hour. If you are doing a project of this nature, please inform Library Staff, who will endeavor to accommodate your needs.

Please remember the following prohibitions:

NO OBSCENE PHOTOS OR LANGUAGE will be tolerated on the library's computers.

No vandalism will be tolerated and will result in immediate loss of privileges.

Violation of the above rules will result in temporary or permanent loss of computer privileges.

You might receive one warning or no warning at all, according to how serious the infraction is in the judgment of the Library Staff.

Revised February 16, 2006
Revised July 4, 2006
Revised September 26, 2007
Reviewed December 9, 2008
Revised September 13, 2011

Greenstone Public Library Board
Computer and Internet Use Policy
Appendix "A"

GREENSTONE PUBLIC LIBRARY
INTERNET USER AGREEMENT FORM

**** PERSONS AGE 13 AND UNDER MUST HAVE A PARENT COME INTO THE LIBRARY TO SIGN THIS AGREEMENT ON THEIR BEHALF****

User Name:

Address:

Telephone Number:

By signing this form, I agree that I and/or my child will use the Internet and the library's computers in a responsible and ethical manner, and will follow the rules and regulations of the Greenstone Public Library regarding these resources. I further understand that my child will not be supervised in his/her use of the internet at the Greenstone Public Library.

Name (please print): _____ Date: _____

Signature: _____