**OREGON PUBLIC LIBRARY**
*INTERNET AND COMPUTER USE POLICY*

## I.   Purpose

The Oregon Public Library provides Internet access. We make this service available as part of our mission to fulfill individual informational needs for day-to-day living, cultural, educational and leisure pursuits. The library serves people of all ages at all levels of need and considers its endorsement of the Library Bill of Rights and the Freedom to Read documents to apply to the use of electronic information.

## II.  Eligible Computer Workstation Users

A. Individuals with a current South Central Library System (SCLS) library card may access the internet using their library card number and personal identification number (PIN).
B. Alternatively, a guest pass may be obtained, but library staff will encourage patrons to get and/or use a valid library card of their own.
C. Internet-use only cards are available for computer workstation access for individuals 16 or older who do not have a library card. An eligible form of photo ID is required to apply for an internet-use card, but proof of address is not needed. Library materials cannot be borrowed with internet-use only cards.
D. Individuals under the age of 16 may be issued an internet-use card with parent or guardian permission or on a case-by-case basis.
E. Individuals are limited to a total of two hours per day on the library's internet computers, subject to availability. If a longer time period is required, special arrangements may be made with the staff at the Information Desk if computers are available.

## III. Responsibilities of Users

A. Access, use, or dissemination of information via the Internet in the Library is the responsibility of the user.
B. Patrons are responsible for all printing and photocopying costs which are specified in the [Fee Schedule.](#) Failure to pay for printing will result in loss of computer privileges.

## IV.  Internet Safety and Use by Children

A. Children eight years or younger are required to be accompanied by parent/guardian or caregiver to use a computer.
B. In compliance with the requirements of the Children's Internet Protection Act (CIPA) and the Neighborhood Children's Internet Protection Act (NCIPA), OPL filters all Internet computers and wireless signals available through the library.

C. Parents and guardians are solely responsible for supervising their children's Internet sessions. The Library supports the right for each family to decide what appropriate Internet use is for their children and teens. Library staff cannot monitor parental restrictions.
D. The Library will make information available to help parents and guardians in their efforts to exercise their rights and responsibilities regarding their own children's use of electronic resources. For more information on children, teens, and the Internet see content on https://www.connectsafely.org.
E. Parents and children are encouraged to start their exploration of the Internet with the Library's homepage and Reference Links where they will find online resources selected by librarians.
F. The following are recommended guidelines for parents and guardians to ensure that children have positive online experiences, whether at home or in the library.
   1. Use the Internet as a family. Join your children in Internet exploration.
   2. Explore the wide range of available information and tell your children about sites you consider inappropriate for them.
   3. Encourage children to use recommended sites and to avoid sites you consider unsuitable.
   4. Provide guidelines for your children on the amount of time they spend online.
   5. Instruct children to NEVER give out personal information (name, address, password, telephone number, credit card number) online.
   6. Provide children with guidelines on acceptable use of electronic resources, including websites, email, social media, and chat rooms.
   7. As with print information, teach children to consider the source, date, and accuracy of online information.

## V.  Illegal and Unacceptable Uses
A. People may only use the Library's computers and networks for legal purposes. Examples of unacceptable uses include, but are not limited to, the following:
   - Harassment of other users or violation of their privacy
   - Bullying, libeling, slandering, or maliciously offending other users;
   - Violation of software licensing agreements;
   - Overuse of system resources such as bandwidth;
   - Attempting to crash, degrade performance of or gain unauthorized access to the Library's or other computer systems and networks;
   - Damaging equipment, software or data belonging to the Library or other users;
   - Sending, receiving, or displaying text or graphics which are deemed inappropriate or harmful according to accepted community

standards, or which disturb or disrupt the library use of other patrons.

- Exposing children to harmful materials as outlined in [Sec. 948.11](#) of the Wisconsin Statutes, which, among other things, makes it a crime to expose children to any images, description, narrative account or representation, in whatever form, of nudity, sexually explicit conduct, or physical torture or brutality when it predominantly appeals to the prurient, shameful or morbid interest of children; is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for children; and lacks serious literary, artistic, political, scientific or educational value for children, when taken as a whole.

B. Violations may result in restrictions on a patron's computer, network and/or library use.
C. If a patron wishes to appeal restrictions, they can follow the appeal procedures set out in the [Conduct Policy](#).
D. Illegal uses of the library's computers or wireless networks may also be subject to prosecution by local, state, or federal authorities.

## VI.  Responsibilities of the Library
A. The Library strives to maintain Internet access via library computers, networks, and wireless access at all times the library is open. Short downtimes do occasionally occur, and will be announced ahead of time whenever possible.
B. Library staff are available to assist users with library computers, printers, library software, and general Internet use. Library staff may be able to assist users with laptops, phones, e-readers or other wireless devices or answer software questions.
C. Computer use information, as well as library cardholder information, is confidential as defined through Library Policy. All files are removed and internet search history is deleted from library computers at the end of each user's session.

## VII. Disclaimers
A. The Library's wireless networks are offered as unsecure wireless networks. Users should use wireless access accordingly.
B. The Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof.
C. Users must use the Internet at their own risk. Not all sources on the Internet are accurate, complete, legal, trustworthy, or up-to-date. The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof.

D. The Library will not be responsible for injuries or damages to possessions of individuals or groups resulting from the use of the computer.
E. Librarians cannot act in loco parentis. The responsibility for what minors read or view on the Internet rests with parents or guardians.
F. The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. Patrons using library equipment are responsible for any infringement.

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