Policy Statement

June 20, 2019

Internet Access Policy

Any use of an Internet workstation and/or the wireless network in the East Baton Rouge Parish Library constitutes acceptance of the Internet Access Policy. Patrons reaffirm this agreement each time they access the Internet in the library.

Introduction

In response to advances in technology and the changing needs of the community, the East Baton Rouge Parish Library endeavors to develop collections, resources and services that meet the cultural, information, recreational and educational needs of the diverse Baton Rouge community. It is within this context that the East Baton Rouge Parish Library offers access to the Internet and its multitude of resources.

Access to the Internet aligns with:

- American Library Association Library Bill of Rights
- American Library Association Freedom to Read Statement
- American Library Association Freedom to View Statements
- Mission Statement of the East Baton Rouge Parish Library.

Rights and Responsibilities of Users

The Internet provides access to a tremendous amount of important and authoritative information. However, Internet resources are not subject to the same selection criteria that the Library uses for other materials. Therefore, users must be aware that some sources on the Internet provide inappropriate, inaccurate, incomplete and out-of-date information. The user must be a prudent information consumer, questioning the source and the validity of the information they find.

The East Baton Rouge Parish Library is responsible only for data on those pages pertaining specifically to the Library. The Library is not responsible for the availability or content of any external sites linked to these pages, as access points change rapidly and unpredictably. The accuracy and currency of information from all other Internet sites is the complete responsibility of the originating agency.

Users are hereby notified that they are responsible for the access points they reach and for the information they receive. As such, the **East Baton Rouge Parish Library assumes no responsibility for any damages, direct or indirect, arising from use of its connection to the Internet.**

Parents of minor children must assume responsibility for their children's use of the Internet. In compliance with the Children's Internet Protection Act (CIPA), ALL library internet access is filtered, and children's computers can not access:

- Email, chat rooms or other forms of direct communication
- Ecommerce sites

Children under twelve may use the adult computers if accompanied by a parent or guardian. **PARENTS ARE ADVISED TO SUPERVISE THEIR CHILDREN'S INTERNET SESSIONS.**

Acceptable Use

The East Baton Rouge Parish Library recognizes that the freedom to access information is a fundamental right. However, the opportunity to use library equipment to access the Internet either on a workstation or via the wireless network is a privilege and includes an obligation to act responsibly within the context of broader community needs. As such users must follow all library rules as defined in the *Rules of Behavior for Patrons Policy*.

In order to access the Internet at the library, the following conditions must also be met:

- Respect intellectual property rights and restrictions as provided by copyright law and license agreements for programs and data.

- Will not engage in illegal, inappropriate or obscene purposes or in support of such activities while accessing the library's Internet. The Library reserves the right to prohibit violators from future access to online services. Illegal acts, including hacking may subject violators to prosecution by local, state, or federal authorities.

- May not attach other peripherals (CD-Rom drives, printers, scanners, etc.) to the Library's public computers or library connections and may not install their own software.

- Files cannot be saved to any library computer's hard drive. However, users may save files to a USB compatible storage device.

- Patron USB drives may not be plugged into any staff computer or laptop.

- Respect the privacy of other users.

Un-Filtering

Adults, aged 17 and older, can request that any Library staff temporarily disable the filter on a public computer. This will allow unfiltered access for that specific computer session. Users can request any staff member un-filter a specific website permanently; these requests will be directed to our Computer Services department via the Library's Request for Website Un-filtering form located on the Library's website.

Computer Use

There are public access computers available for use by patrons at each of the East Baton Rouge Parish libraries. The following guidelines have been developed to provide the many patrons of the library easy and equitable access to the library computers which are available for their use.

1. Internet access computers and terminals are available to reserve in person on a first-come, first-served basis; the reservation system does not take reservations for specific computers.

2. If a specific computer is not in use, the patron can use that computer by entering his library card number on the initial screen. If all computers are in use, patrons can use PC Reservation to reserve the next available computer.

3. Computers are available for a period of up to 1 hour. If no other patrons are in the queue to use the next available computer, PC Reservation will give users the option to extend their time.

4. All Internet work sessions, including printing, must be finished 15 minutes before closing time. PC Reservation will automatically log out all computers at this time.

5. Users must report problems with the hardware, software or printers to library staff.

6. No more than two persons at a time will be allowed at one computer.

7. Patrons engaging in behavior or activities prohibited by the *Internet Access* or *Rules of Behavior for Patrons* policies will have their computer session terminated; and patrons may lose computer privileges.

8. When a computer session is complete, PC Reservation will reboot the computer, removing ALL data and files from the session.

9. Patrons who are residents of East Baton Rouge Parish may print pages of up to a value of $2.00 free of charge. Additional pages will cost 10 cents each for B&W 50 cents for color. All other patrons will be charged 10 cents per B&W and 50 cents for color printed page.

10. Library staff will assist patrons in accessing and using the Internet. Although the staff cannot provide in-depth training, they will answer questions and as time allows help users locate and use resources on the Internet.

Wireless Disclaimers

The Library's wireless network is not secure, meaning there are no firewall protections or screening process. Information sent to and from your laptop computer or other wireless device may be captured by anyone else with a wireless device and the appropriate software.

No guarantee can be made that you will be able to make a wireless connection.

Network Security Disclaimer

The Library does not routinely monitor public computers, but the Library reserves the right to do so when a violation of this policy or illegal activity is suspected, or as a part of our network security procedures. Staff is authorized to take immediate action to protect the security of computers and the network and to enforce the policy as outlined herein. This includes confiscating any removable media, requiring a user to leave a computer or the premises, and contacting law enforcement authorities.

This policy statement replaces and supersedes the Internet Access policy issued on January 5, 2006 & September 20, 2007.

This policy statement replaces and supersedes the Patron Use of Computers policy issued on February 22,2012, August 14, 2006, June 27, 2007, December 19, 2008 and September 9, 2009.

Revised on June 20,2019.