Millis Public Library

Computer and Public Internet Use Policy

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In providing public access to the Internet, the Millis Public Library subscribes to the principles of intellectual freedom expressed in the American Library Association's *Library Bill of Rights* and *Freedom to Read* statements, and its interpretations of these documents.

Give the size and constantly evolving nature of the Internet, there may be occasions when information of a controversial nature is accessed by patrons. Some Internet sites may contain material that could be considered by some to be defamatory, offensive, or even illegal. Internet users are reminded that the Library's computers are located in public areas which are shared with Library users and staff of all ages and backgrounds. The Library has a duty to maintain a place of public accommodation where all patrons can be free from unreasonable interference with their use and enjoyment of the facility. The display of materials which are intended to or reasonably likely to create an intimidating, hostile, humiliating, or sexually offensive environment in the Library, is prohibited. Similarly, display of materials which are intended to or reasonable likely to create an intimidating, hostile, humiliating, or offensive environment in the Library based upon gender, race, religion, national origin, ancestry, disability, or any other category protected under state and federal law, is prohibited.

All users of the Library's resources are expected to use them in a responsible manner, consistent with the educational, informational, and recreational purposes for which they are provided. Responsible, ethical use of such resources includes the following:
- You are responsible for complying with copyright law, as well as the licensing agreements and policies of individual websites that you view.
- Whether using a library computer or a personal device, patrons are expected to refrain from displaying graphics which are inappropriate for public viewing, or playing audio that could disturb other patrons.

Conversely, the following activities are prohibited:
- You may not use Library computers for an illegal activity or any activity that in any way violates local, state, or federal law.
- You may not make any attempt to damage computer software or equipment.
- You may not make any attempt to alter software configurations in a malicious manner.
- You may not engage in any fraudulent activities.
- You may not attempt to violate computer security, or to gain unauthorized access to the Library's network or computer system, or any other network or computer system.
- You may not distribute commercial advertising, junk mail, chain letters, or computer viruses.
- You may not display or disseminate content that is harmful to minors, as defined by Massachusetts General Laws c 272, section 28.

The Library reserves its right to terminate an Internet session at any time. Illegal activities or activities that interfere with or disrupt the network, users, services, or equipment are prohibited. Illegal acts involving Library resources may be subject to prosecution by local, state, or federal officials. The

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

Use of Computers by Minors

It is the policy of the Millis Public Library that parents or legal guardians must assume responsibility for deciding what library resources are appropriate for their children. Parents or designated guardians who wish to limit or restrict the access of their own children should personally oversee their use of the Internet and other forms of electronic information. Minors who visit the Library without a parent or guardian are responsible for their own decisions and behaviors.

Internet Access Disclaimer

Provision of access to the Internet does not constitute any endorsement by the Millis Public Library. The Library cannot assume responsibility for any direct, indirect, or consequential damage related to the use of information accessed on the Internet using Library workstations. Internet users are reminded that:
- Not all sources on the Internet provide accurate, complete, or current information.
- Public workstations are not private or secure.

How safe is wireless Internet?

The Library cannot assure the safety of your data when you use either our wired or wireless (also known as "wifi") Internet access. The Internet is a public communications network, which means that your communications may be intercepted by third parties. Wireless networks pose the same risks to your personal information that wired networks pose, as well as some new risks. Wireless users need to education themselves about these risks, and take steps to secure their personal information. Cautious wireless users may choose not to transmit their credit card information and passwords while using any wireless network, including the Library's.

Rules of Conduct
- Internet computers will not be used for illegal activity or to access illegal materials.
- Installation, downloading, or modification of software is prohibited.
- Users will not make any attempt to gain unauthorized access to restricted files or networks, or to damage or modify any computer equipment or software.
- Users will respect copyright laws and licensing agreements.
- Users will respect the privacy of other patrons, and will refrain from attempting to view or read material being used by others.
- There is a limit of two patrons per computer at one time, unless authorized by library staff.
- All printing must be paid for at the front desk before leaving the building. This includes all printed pages, not only the intended or desired printed pages.

Limitations of Service
There are no specific age restrictions on use of Library computers. However, to ensure the safety and integrity of the equipment, the Library reserves the right to insist that an adult must accompany anyone

below the age of ten. Parents should ensure that their children use the equipment responsibly.

There are no other restrictions on youth access. Parents are urged to be aware of their child's Internet use, and should know that they are responsible for their child's use of the Internet.

Laptops
In addition to its desktop computers, the Millis Public Library provides users with access to laptop computers. These may be used inside the library for up to 3 hours at a time. Patrons must present their library card in order to use these laptops.