

Internet Use

Policy Number: P4.21

Effective Date: 08.17.98

Revision Date: 10.20.15

In response to advances in technology and the changing needs in Coffey County communities, the library develops collections, resources and services that meet the cultural, educational, informational, recreational and aesthetic needs of library users. The mission of the library is to “provide access to materials, information and services which enrich the lives of people.” The people of this county represent a rich diversity of backgrounds, values and interests. It is within this context that the library offers Internet access.

Administrative Policy:

In providing public access to the Internet, the Coffey County Library subscribes to the principals of intellectual freedom expressed in the American Library Association’s LIBRARY BILL OF RIGHTS and FREEDOM TO READ statement and its interpretations of these documents. Information resources on the Internet may enhance those already held in the library and often go beyond what is locally available. The Internet is one of many information sources offered by the library. Information that is specific, accurate and current can also be found in the books, magazines, databases and from skilled library staff. This policy shall be reviewed at least once every three years.

**Parents and guardians are responsible for Internet use
by their own minor children.**

Responsibility of Users:

All Internet users are expected to use the resources in the Library in a responsible manner, consistent with educational and informational purposes. Users of library computing resources must comply with federal and state laws, library rules and policies and the terms of applicable contracts including software licenses. Examples of applicable laws, rules and policies include but are not limited to the state and federal laws of libel, privacy, copyright, trademark, obscenity and child pornography; and computer trespass criminal code statutes which prohibit “hacking” “cracking” and similar activities. Users who engage in electronic communications with persons in other states or countries or on other systems or networks may also be subject to the laws of those jurisdictions and the rules and policies of those other systems and networks.

If I use Internet at a library computer, I agree to the following:

1. I will use the computer and the Internet for cultural, educational, informational, recreational or aesthetic purposes.
2. I will not print illegal or copyrighted material.
3. I will not violate software license agreements.
4. I will not send, receive or display materials which may violate Kansas laws K.S.A. 21-4301 Promoting Obscenity or K.S.A. 21-4301a Promotion to Minors.
5. I will respect the privacy of other computer users by not looking at the screen or interfering with another user.
6. I will abide by time limits set at the library branch.
7. I will not make changes to the library computer software or hardware.
8. I will pay for all copies generated by my use of the library computer. Some web resources indicate number of pages in each print job but other resources do not. All copies must be paid for. (CCL Policy P 4.30.)

Content Accessed:

Coffey County Library and its staff have no control over the information accessed through the Internet and cannot be held responsible for its content. The Internet is a global entity with a highly diverse user population contributing to its content. Users should carefully judge the worth of an electronic resource as they would any other resource. Just as the library does not vouch for or endorse the viewpoints of written material in the print collection, it does not do so for electronic information. The availability of information does not constitute endorsement of the content by the library

board or staff. Library selection policies that serve to govern purchases of written materials may not apply to materials accessed electronically.

Availability of Resources:

All Internet resources accessible through the library are provided equally to all library users subject to CCL Disruptive Patron Policy P2.63 and subject to limitation of Internet resources. All websites accessible on the Internet are available without prior review by library staff but subject to restriction as may be authorized by Library policy and/or law. Parents or guardians or other individuals responsible for children (e.g. babysitters and/or grandparents [collectively referred to as “parents” for purposes of CCL policy] are responsible for determining what is appropriate for children they accompany. The public library, unlike a school, does not serve “in loco parentis” (in place of a parent). Library staff cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet. The responsibility for what minors read or view on the Internet rests with parents or guardians. Parents or designated guardians, who wish to limit or restrict the access of their own children, should personally oversee the use of the Internet and other electronic resources by their children. Parents--and only parents--may restrict their children--and only their children--from accessing or viewing specific information on the Internet. Internet users in the library must recognize that the user--and only the user--has the ability and responsibility to move to or away from any site.

Children and the Internet:

Parents are advised to supervise their children on Internet sessions. Children seven years of age and under are not to be left unattended at the library. (CCL Policy P2.67.) Parents who allow their children eight years of age and older to visit the library unattended deem that the children are responsible for their own decisions and behaviors.

The following are recommended guidelines for parents and guardians to ensure that children have positive online experiences, whether at home or in the library.

- Use the Internet as a family. Join your children in Internet exploration.

- Explore the wide range of available information and tell your children about sites you consider inappropriate for them.
- Encourage children to use sites recommended on the Library homepage and counsel them to avoid sites you consider unsuitable.
- Provide guidelines for your children on the amount of time they spend online.
- Instruct children NEVER to give out personal information (name, address, password, telephone number, credit card number) online.
- Teach children to be good online consumers. As with print information, consider the source, date, and accuracy of online information.
- Software is installed on public access computers to reduce unsolicited advertising and to control unauthorized changes to library computer settings.

Privacy:

The Library avoids collecting or maintaining records that could compromise the privacy of users. Users must also exercise caution when using the Internet to avoid unauthorized disclosure, use and dissemination of personal identification information.

The Library discourages users from retrieving or displaying graphics *or* any content to include text that may be construed as obscene, graphically violent or offensive to other users passing workstations or printers. Users are urged to respect the sensibilities of others when accessing information that may reasonably be offensive to someone else. However, absolute privacy for users accessing electronic resources in the library cannot be guaranteed. There exists a possibility of inadvertent viewing by other users, either by watching the user's screen, or because the user may leave the screen unattended. The Library's "Disruptive Patron Policy" (CCL Policy P2.63) applies to the behavior of users of electronic equipment and resources. The library is not responsible for what is displayed on devices connected to the Internet. All library users are individually responsible for compliance with laws relating to obscene material. The staff reserves the right to ask a user to discontinue printing, and/or viewing.

Files transmitted or transactions made over the Internet are not private. Coffey County Library assumes no responsibility for any damages, direct or indirect, arising from the use of its connections to the Internet. Others may view

information about the user and the user's sending and receiving location. Confidential information or personal name or address information is transmitted at the user's risk. The library cannot be held responsible for damage resulting from the provision of personal information.

Services:

Copies made are paid for in the manner specified in (CCL Policy P4.30).

Coffey County Library does not support individual user e-mail accounts. Public web e-mail services may be accessed but no staff assistance is assured.

Virus protection is provided on public computer workstations but the library cannot be held responsible for damage to personal data or equipment resulting from downloading or uploading on the Internet.

Internet commerce is available. Users are encouraged to make transactions only on sites which display security icons. The library cannot be held responsible or liable for any errors or problems experienced by users engaging in personal commercial transactions on a library workstation. No staff support will be provided for assistance with commercial transactions unless it is connected with a service for which the library has a specific contractual relationship.

Children's Internet Protection Act (CIPA):

All Coffey County Library computers are filtered, in conjunction with the Children's Internet Protection Act (CIPA) which protects against access to visual depictions that are:

- Obscene: This is defined in a reference to section 1460 of title 18, U.S. Code.
- Child pornography: This is defined in a reference to section 2256 of title 18, U.S. Code.
- Harmful to minors: This is defined in CIPA and means any picture, image, graphic image file, or other visual depiction that, with respect to minors:
 - taken as a whole, appeals to a prurient interest in nudity, sex, or excretion;
 - depicts, describes, or represents, in a patently offensive way, an actual or simulated sexual act or sexual contact, actual

- or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- taken as a whole, lacks serious literary, artistic, political, or scientific value

Filtering:

If our filtering technology interferes with your research or other lawful use of the Internet, please see a librarian for assistance. For your protection, please close all applications and the Internet browser when you are ready to leave.

Files may be downloaded to External Storage Devices only after approval of the device by library staff. Users should not expect library staff to download data for them or to know the specifics of how particular e-mail accounts or web sites work.

Response to Prohibited Behaviors and Content:

Misuse of computer resources will result in the loss of computer privileges, potential loss of library privileges and possible prosecution. Such misuse includes, but is not limited to, using the computer for illegal activities, hacking into the library computer system or any other computer system; damaging or attempting to damage computer equipment or software; interfering with systems operations, integrity or security; gaining unauthorized access to another person's files; sending harassing messages to another computer user from a library computer; altering or attempting to alter the library computer settings; and violating copyright laws and software licensing agreements. Misuse reported to staff will be investigated and may be considered disruptive behavior. (CCL Policy P 2.63.)

Some content is not protected by the First Amendment to the [U. S. Constitution](#). No library user is permitted to use a library computer to view obscenity, child pornography, or to display this illegal content, or if a minor, to view materials harmful to juveniles in violation of federal, state, or local laws or ordinances including but not limited to: K.S.A. 21-4301 to 21-4301c Promoting Obscenity; K.S.A. 21-3755 Computer crime; computer password disclosure;

computer trespass; Title 17 United States Code – Copyright; and Public Law 106-554 – CIPA/NCIPA;K.S.A 75-2589.

The legal status of any particular content can only be determined by a court of law. The library staff will not judge the legality of content. Staff will help a user refer a concern about potentially illegal content to the Cyber tip line provided by The National Center for Missing and Exploited Children at <http://www.missingkids.com/cybertip/>

Complaints about enforcement of this policy or observed patron behavior which violate this policy shall also be submitted in writing to the senior staff person in charge, providing as much detail as possible.

Wireless Internet Access (Wi-Fi):

The Coffey County Library provides 24 hour unsecured internet connectivity for users with wireless devices. Signal strength may vary throughout the building. By choosing to use this free service, you agree to abide by our Internet Use Policy. This policy can be found on our website, www.cclibraryks.org.

Security:

WiFi is not as secure as a wired network. Users should know and understand that information sent to or from a wireless device could potentially be intercepted by a third party. Coffey County Library is not responsible for any information that is compromised or for any damage caused to hardware or software due to power surges, security issues, hacking or viruses. Anti-virus and security protection are the responsibility of the patron.

In accordance to K.A.R 54-4-1 (Children’s Internet Protection), filtering software is in place on the library public wireless network. Parents are advised to supervise their children on Internet sessions. Children seven years of age and under are not to be left unattended at the library. (CCL Policy P2.67.) Parents who allow their children eight years of age and older to visit the library unattended deem that the children are responsible for their own decisions and behaviors.

Patrons can request filtering be temporarily disabled for research and other legal purposes.

Headphones:

WiFi users are expected to be considerate of patrons nearby and are expected to use headphones or mute sound.

Printing:

Printing is not available over the wireless network. If printing is needed, patrons may save files to a storage media and print from one of the Library's public access computers. Printing charges apply.

Children:

Parental supervision of children using the Internet is advised.

Liability:

Coffey County Library will not be responsible for wireless devices left unattended.