



CHEROKEE COUNTY PUBLIC LIBRARY

ACCESS TO INTERNET RESOURCES POLICY

The mission of the Cherokee County Public Library is to provide information to meet the needs of the people in Cherokee County. Internet access and electronic resources are an important source of information and will be provided free to all individuals and groups who come to the library and abide by this Internet usage policy.

Internet use will be guided through the use of software in accordance with the Library's selection policies. Still, the individual must accept personal responsibility for determining the suitability and appropriateness of information obtained through any Internet site. Not all Internet sources provide accurate, complete, or current information, and some may be offensive, fraudulent, or dangerous. The library cannot monitor or control the information accessed over the Internet and is not responsible for its content. Users are responsible for determining that the information they access is acceptable, reliable, and suitable to their needs.

While the Library upholds the users' rights to privacy and confidentiality in their use of all Library resources, the nature of electronic resources makes it impossible to guarantee these rights. Since some Internet sites may be inappropriate for viewing in a public setting, users should exercise discretion in consideration of the rights of others.

CONDITIONS AND TERMS OF INTERNET USE IN THE LIBRARY

The Library upholds and affirms the right of each individual to have access to a wide variety of material. However, in order to comply with the *South Carolina Proviso 72.95 of the FY 2001-2002 General Appropriations Act*, the Library will filter the Internet for pornographic content. It is a violation of policy for any user to attempt to bypass this filtering technology, or to instruct or demonstrate to another person how to bypass this filtering technology. Parents or guardians of children under 18 years of age must not assume that the filtering software will completely assure safe and secure use of the Internet. The Library also affirms the right and responsibility of parents to determine and monitor their children's use of Library materials and resources, as the Library staff cannot assume this responsibility.

In affirmation of these rights, the Library has established the rules for Internet use, as follows:

1. To use the Cherokee County Public Library's public computer workstations, patrons must have in their possession a valid CCPL library card in good standing.
2. Prospective users are required to read and agree to this document, "Access to the Internet Policy", which displays on the public computer screens.
3. Visitors to the area (Non-Residents) may be granted temporary, 30-day Internet privileges by showing current photo identification. After 30 days, the visitor must purchase an out of county library card for an annual fee of \$10.

4. To use the library's Internet computers, youths under 18 years of age must have a parent or guardian in possession of a valid library card in good standing, who must read the "Internet Acceptable Use Agreement" and sign for their children's use of the computers (see Library Card Application form).

To assure parental guidance in children's use of the Internet:

- a. Children **5 years of age and under** will not be allowed Internet access.
- b. Children **6-12 years of age** require parental permission and continuous adult (non-staff) supervision.
- c. Children **13-17 years of age** require parental permission.

4. Use of the library's computers is on a first-come, first-served basis. The library reserves the right to establish time limits on computer use. The computer workstations are normally available, subject to periodic maintenance, from 30 minutes after library opening until 30 minutes before closing.
5. Internet use will be managed in a manner consistent with the *Patron Conduct and Behavior Policy*, which has been adopted by the Board of Trustees and is posted in the Library.
6. The library does not provide e-mail accounts for the public. Patrons may establish and access their own e-mail account with services such as "Hotmail" or "Yahoo! Mail".
7. Due to the prevalence of computer viruses on public workstations, downloading of software from outside the library is not permitted. Information may be saved only on flash drives. Flash drives may be purchased at the library.
8. Each computer workstation is limited to one user at a time, except for special circumstances such as parental supervision of children's use and staff approved tutoring sessions.
9. Printing is available to patrons on a network printer at a cost of 25 cents per page, and users **must pay for all pages printed**. Using Print Preview will help avoid printing unwanted pages. Ask the Library staff for assistance if needed.
10. Failure to use the public computer/Internet workstations appropriately and responsibly, as defined in the *Internet Acceptable Use Agreement*, will result in the revocation of Internet use privileges. Any unacceptable use that is illegal may result in criminal prosecution.

POLICY CONCERNING ELECTRONIC INFORMATION FACILITIES FOR THE PUBLIC

Cherokee County Public Library is committed to its patrons' rights to access information. Because of this commitment, the Library wishes to make available to its patrons information resources in all formats.

To that end, and within the confines of its budget, the Library strives to make available electronic information resources that will meet the public's need. It is not possible to meet all requests or to grant access to everyone.

Public use workstations are available in each of the Library's fixed service points. Use is limited to Library supplied software. Remote access to the Library's catalog and other selected resources is available as well.

While the Library does not have the personnel necessary to teach users how to use all Internet applications, it does provide appropriate manuals and other resources so that users may learn for themselves.

This policy has been approved by the Cherokee County Public Library Board of Trustees and is subject to revision.

Approved October 21, 2003
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