

INNISFIL PUBLIC LIBRARY



SUBJECT: INTERNET SERVICE POLICY

Policy No: 2014-10

Date: April 22, 2014

Review Date: April 2017

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PURPOSE

This policy provides guidelines governing the use of the public Internet service offered at the Innisfil Public Library.

POLICY

General

Innisfil Public Library provides public access to the Internet in keeping with its role in providing equal access to information and resources that meet the needs of the community. The Internet is recognized as an essential communication tool, connecting individuals and communities of interest.

Application

All library customers who use the Library's Internet service.

Guidelines

- Customers using Internet Services must hold a valid Innisfil Public Library card as the reservation system requires a card. Non-residents, who are not members, and who wish to use the Internet, may ask for a "guest card".
- Internet access will be by appointment on a first-come, first served basis. Reservations must be booked through the reservation system and may be made up to one day ahead of use. Number of reservations allowed per day may be limited. Internet usage will be contingent upon demand. Extensions of usage are available if there are no other reservations.
- Use is limited to a reasonable number of people per terminal at a time.
- As is the case with other materials in the Library's collections, any restriction of a child's access to the Internet is the responsibility of the parent or legal guardian.

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- Library Staff Members are available for assistance; however, customers who require extra help or training are encouraged to take advantage of Library computer training programs.
- Food and drinks are not permitted around or near the computers.
- The Library has no control over the Internet and therefore cannot be held responsible for its content. The Library makes no guarantees, either express or implied, with respect to the information available on the Internet.
- The Library is not responsible for any infringement of copyright, or any other violation. Users are required to use the Internet in a responsible and ethical manner. All users must observe all current applicable laws, including but not limited to copyright laws, licensing agreements and may not create, access, display or distribute illegal material or material that in the opinion of the Library Staff may be considered obscene, harassing (as defined under the Ontario Human Rights Code), racist, malicious, fraudulent, libelous, or offensive.
- The Library is not responsible for the security and privacy of any online transactions, including any financial transactions which customers may engage in while using library computers.
- The Internet is an evolving resource; therefore, this policy is subject to change without notice.

Printing

- A charge per copy for printing will be determined from time to time by the Innisfil Public Library Board.
- Customers are financially responsible for all print requests.

Contravention of Policy

- Any user, who introduces a virus, misuses or damages the equipment, or who attempts to delete or modify either hardware or software will be prohibited from using this service and will be held liable for all damages.
- The Library Board reserves the right to remove any user's Internet access and Library privileges if the user contravenes any Library rules or policies.
- The Library provides access for people with disabilities.

Related Policies:

Electronic Communication Policy

Information Technology Policy

Website Policy

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Reasons for Review:

Scheduled for Review

Approved by the Innisfil Public Library Board, April 22, 2014

Motion Number: 2014.29

Supersedes Policy #2011-08, approved April 18, 2011, Motion #2011.26 &
Policy #2008-07, approved March 17, 2008, Motion #2008.20 &
Policy #2006-22, approved June 12, 2006, Motion #2006.61.