

# **Richmond Public Library**

## **Internet and Online Access Policy**

### **Procedures and Guidelines**

Public access to the Internet and online services has become an integral part of the Richmond Public Library's programs and services. The intent of this policy is to meet the provisions of Sections 9-7-213, 9-7-215, and 9-7-216 *UCA*, and Administrative Rule R458-002, as well as provide guidelines for patrons and staff regarding Internet access (wired or wireless) and online computer usage.

#### **Conditions and Terms of Use in the Library**

- Designated Internet stations are located where they are monitored by staff for assistance and security.
- Computer/Internet users are required to sign in at the counter. Individual sessions will be limited to 45 minutes when patrons are waiting. Time may be adjusted for longer use if working on homework assignment or taking an online test.
- Because of limited resources, Internet access is primarily for research and information sources. Gaming, gambling, or pornography are not allowed. Internet access by adults and minors is prohibited for any illegal, unethical, or criminal purpose - no illegal downloading of music or other media. Failure to use the Internet access appropriately and responsibly may result in revocation of the Internet and/or library privileges.
- Network access, whether wired or wireless, to sites that contain obscene materials is forbidden. Children less than 18 years of age will be required to have parental or guardian permission to access the Internet. **Parent or guardian must sign permission slip in the presence of a library staff member.**
- Parents are ultimately responsible for the behavior of their children, including monitoring what they access on the Internet. If a minor accesses inappropriate material, he/she will be asked to close the program. If a reminder is given a second time, the patron will be asked to leave the computer and privileges will be reinstated only after parent/guardian meets with the Library Director. If the patron is an adult, privileges will be denied for a period of 6 months. The appropriateness of materials accessed on the Internet shall be determined by the library staff, within the staff's discretion. However, if the material is pornographic in nature, computer privileges will be revoked immediately.
- Users should be aware that the Internet and its available resources may contain controversial or incorrect information. The Library is not responsible for censoring access, validating material, or protecting users from offensive matter.
- The Richmond Public Library assumes no responsibility for any damages, direct or indirect, that may arise from patrons using the computer Internet stations.
- A patron who witnesses inappropriate behavior by another library patron has the right to report it to the staff and action will be taken according to procedures and guidelines listed above.
- Printing costs are 10¢ per page for black & white, 50¢ for color, and 25¢ per page for faxes.

The Richmond Library Board hereby states that this policy must be strictly enforced. Failure to do so could result in the forfeiture of Federal & State Grants, and therefore could jeopardize the availability of future services.

Any questions or concerns regarding this policy or its enforcement should be directed in writing to the Library Director or you may request an audience at the next open Library Board meeting.

Effective February 3, 2016

Reviewed and approved by Library Board: March 1, 2017