# Concord Public Library Internet & Computer Use Policy With Children's Room Guidelines

## **Library Mission**

The Concord Public Library connects individuals with resources in order to enhance lives and build community. To help fulfill this mission the Concord Public Library provides access to the Internet, which enables the Library to provide information beyond the confines of its own collection -- to provide access to ideas, information and commentary from around the globe.

#### Disclaimer

Library patrons use the public computers and the Internet at their own risk. The Concord Public Library and its Trustees and staff do not control the Internet. The Internet is a global entity. The Library cannot censor access to material nor protect users from information they find offensive or controversial. Not all sites on the Internet provide accurate, complete or current information. Users should evaluate Internet sources just as they do printed publications, questioning the validity of the information provided. The Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through the Internet, or any consequences thereof. Furthermore, Library patrons should be aware that privacy on the public Internet terminals cannot be guaranteed due to provisions of the Patriot Act.

#### **Use of the Internet by Children (through Grade 8)**

It is the Library's policy that parents or legal guardians must assume responsibility for deciding what library resources are appropriate for their children, including the Internet. Children through grade 8 will be required to have parental or guardian permission to access the Internet, and will be required to use equipment in the Children's Room. Internet workstations in the Children's Room are located where they can be monitored by staff for assistance and security. Parents and guardians are encouraged to work with their children at the workstations.

## Use of Internet by Young Adults (Grade 9 through age 17)

Young adults in Grade 9 through age 17 will be required to have parental or guardian permission for a library card in order to access the Internet, and will be required to use the equipment on the Main Floor.

# **Children's Room Guidelines**

- 1. All Children's Room computer center computers have access to the Internet. The child and parent and/or guardian must sign the Internet Use Agreement to use any computer.
- 2. Children will need a library card in order to log on to the computers. Note: The third time a child does not have his library card use of the computer will not be allowed.
- 3. Children who have not registered for a library card may use the computer center as a guest. The child and parent and/or guardian must sign the Internet Use Agreement.
- 4. Children with library cards may use the computers for sessions of up to one (1) hour, with a maximum of two (2) sessions per day. Guests without a library card may have only one (1) session per day.
- 5. Public workstations may be used for legal purposes only. Patrons shall not:
  - Violate copyright or licensing agreements.
  - o Gain unauthorized access to any computing systems or resources.
  - o Damage, alter or degrade computer equipment, peripherals, software or configurations.
  - o Install software.
  - Download information onto Library hard drives.
- 6. Library employees are authorized to terminate an Internet use session by anyone who fails to comply with the Policy. Children will be held responsible for damage to the equipment caused by their misuse.
- 7. Children may bring disks or purchase them at the Desk.
- 8. There will be a charge for printing.
- 9. Children are responsible for the workstation during their time slot. Users should not leave the workstation unattended.
- 10. In the event of disruptive or inappropriate behavior as outlined in the Concord Public Library Rules and Regulations, the child will receive one warning to correct the behavior. If such behavior is repeated, the child will be asked to leave the Children's Room for the day.

# **Parental Permission For Use Of The Internet**

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		ead the "Concord Public Library Public Internet and and accept the provisions of the policy. Public Librarythrough Grade 8 (approximately	
	of age must use the Computer Center w		uge 13).
	Date		
(signature of parent/guar	dian)		
**********	***********	*******	
I,(child's signat	, understa	and and agree to abide by the	
	d Public Library Internet Use Policy" ar	nd "Children's Room Guidelines."	
Child's name			
	Child's birthdate		
Today's date	Cind's bittidate	Grade	
Child's address			
Child's phone number			

Adopted by the Concord Public Library Board of Trustees
October 23, 1996
Revised February 25, 2003
Revised May 3, 2005
Revised February, 2007
Revised September, 2008
Revised September 13, 2010
Revised June 7, 2011
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