



## **Internet Access and Safety Policy**

Revised and Board approved: 3/9/23

The Centralia Public Library (CPL) provides free access to internet-enabled computers, hotspot devices, and wireless internet as a part of its commitment to meeting the informational needs of the community.

CPL expects patrons to comply with the terms of this **Internet Access and Safety policy**, CPL's **Appropriate Library Use** policy, the policies of the library's internet service provider, and all applicable federal, state and local laws, including but not limited to; criminal, copyright, privacy, defamation, and obscenity laws.

### **Unacceptable Use**

It is not acceptable to use library resources and services for:

- Any purpose which violate U.S., state or local laws, including those regarding obscenity, pornography, and the delivery of such materials to minors.
- Online bullying, including transmitting threatening, defamatory, obscene, or harassing materials.
- Intentional or unintentional disruption of other library users, services or equipment, to cause harm to other computer systems, or impede network traffic by utilizing excessive bandwidth.
- Making unauthorized entry into any systems accessible via library computers or on its network.
- Representing oneself as another person.
- Developing and/or propagating programs that harass other users or cause harm to other computer systems.
- Copying, file sharing, downloading with respect to violation of [U.S. copyright law](#) which prohibits the unauthorized reproduction of copyright-protected works or materials in any format.

Failure to abide by this policy may result in loss of access to certain resources and/or CPL privileges.

## **Internet Safety:**

In addition to the useful and educational information available on the internet, a great deal of content exists that may be offensive or harmful to the user or others. Parents or legal guardians must assume responsibility for deciding which library resources are appropriate for their own children.

In compliance with the Children's Internet Protection Act (CIPA) and Missouri law (RSMo 182.827), CPL filters out access to pornographic and sexually explicit websites from all library devices including computers, hotspots, and wireless networks.

CPL protects patron privacy in every way possible, but cannot guarantee confidentiality or safety on the internet. Users should use best practices and caution regarding their private information as public computers are accessed by multiple patrons every day. Patrons handling financial transactions or other confidential tasks do so at their own risk. CPL is not responsible for the privacy practices or security of any websites accessed by its users.

CPL urges all patrons to follow these safety guidelines while using library technology:

- Parents should explain to their children the dangers of sharing personal information about themselves or others over the internet; including name, age, home address, school name, telephone number or photographs.
- People online may not be who they say they are. Always be skeptical when someone contacts you wanting sensitive information such as Social Security numbers or date of birth. If something sounds too good to be true, it probably is.
- ALWAYS make sure you sign out of any social media platform (Facebook, Instagram, etc.), electronic mail service (Gmail, Yahoo, etc.) or banking websites when you are finished using them.
- Not everything you read on the internet is true.

## **Disclaimer:**

The Centralia Public Library does not assume responsibility for any damages, direct or indirect, arising from the use of library technology resources, services, internet, or wireless connections, including use of hotspot devices.

Users of CPL technology resources, services and internet connection should be aware of the possibility of contamination by computer viruses and malware. Viruses may also spread to other computers including the user's own personal or

business computers via email, or other means. Users are warned that it is not possible to provide a 100% virus-free environment and the user accepts such risks while using the library's technology resources.

**CPL staff are not trained computer technicians** but will do all within their ability to help patrons with technology issues. CPL or its staff cannot be held responsible for any data lost during use of library technology or resulting from attempted assistance.

Users agree to **INDEMNIFY AND HOLD HARMLESS** the Centralia Public Library and its board members, employees, agents, and representatives from any loss of data, claim, demand, liability, cause of action, suit, judgment, damages, or expense (*including attorney fees*), arising out of any use or misuse of library technology, resources, services, electronic devices, internet, or wireless connection.