

## **INF-4**

### **INTERNET ACCESS AND PUBLIC COMPUTER SAFETY**

#### **Policy Statement:**

The Manhattan Public Library provides access to the Internet at public access computers in the library to support its mission, connecting everyone to the online world of information and ideas. The library also offers free wireless Internet access within the library and in the library parking lot.

Customers who use the library's computers or wireless network to access the Internet must abide by state and federal laws, particularly those ensuring the safety of minors, and follow the policies of the library.

Use of the library's computers or wireless network to access the Internet constitutes agreement with this policy.

Unacceptable use includes, but is not limited to:

- Accessing or exhibiting visual depictions that are child pornography, harmful to minors, or obscene as defined by the Kansas Children's Internet Protection Act (K.S.A. Supp. 2013 75-2589)
- Violating individual privacy rights, including unauthorized disclosure, use and dissemination of personal information regarding minors
- Sending harassing messages to other computer users
- Accessing or attempting to access secure data in an unauthorized manner
- Damaging or attempting to damage computer equipment or software
- Interfering with system operations, integrity, or security
- Violating copyright laws and software licensing agreements

A customer who is observed using a workstation in an unacceptable manner may be subject to:

- Immediate termination of the Internet session
- Suspension of computer use or other library privileges
- Notification of appropriate law enforcement officials
- Prosecution

#### **Internet Safety**

The library complies with both the Children's Internet Protection Act (CIPA), and the Kansas Children's Internet Protection Act (KS-CIPA). KS-CIPA requires that any public library in Kansas that provides public access to a computer shall implement and enforce technology protection measures to ensure that no minor has access to visual depictions that are child pornography, harmful to minors, or obscene, and to ensure that no person

has access to visual depictions that are child pornography or obscene while using a public access computer.

Computers in the Children's Technology Zone are limited to children ages 15 and under. Parents are welcome to sit with their children to assist them. Computers in the Teen Zone are limited to children in grades 6-12 or who are at least 12 years old.

Library staff monitor usage of the online computer network and access to the Internet through Internet filtering software, observations by staff, and other available means.

Customers who encounter websites which they believe should be blocked but which are not, may submit a written complaint to the Library Director and include the URL of the site in question. Library staff will examine the site and determine whether it should be blocked or unblocked.

Concerns about the enforcement of the policy and observed patron behavior should be submitted in writing to the Library Director.

The library shall inform patrons of the provisions of this policy, including standards used and procedures for complaint, by making the policy available on the website and in print on request.

### **Library Rights and Responsibilities**

Library staff will not disclose customers' use of the library with respect to information sought or received via the Internet except pursuant to a valid court order or subpoena authorized under federal, state, or local law, or as a result of unacceptable use as described herein.

Library staff may establish limits on the length and number of sessions allowed. The library is not responsible for any unauthorized use or illegal activity conducted over the library's Internet connection or while using library equipment.

The library is not responsible for the loss of data, damage, or liability that may occur for files or programs downloaded from the Internet.

The library cannot guarantee that Internet filters will block offensive and/or illegal materials.

### **Policy Review**

This policy will be reviewed at least once every three years by the Library Board of Trustees.