

BENTON PUBLIC LIBRARY
PUBLIC ACCESS COMPUTER AND INTERNET POLICY

Revised April 14, 2009

Computer Use Rules and Policies

Benton Public Library provides use of public access computers (PACs) and wireless access to patrons free of charge (with exceptions such as printouts). Agreement with the following rules and policies is required for use of PACs and/or internet in the library:

PAC Users

1. Library staff is responsible for turning computers on and off.
2. Each patron (user) must first sign in -- name, date, and starting time -- to use a computer.
3. There is a **limit of 30 minutes per day** on the computer. Library staff has the right, at any time, to limit or extend internet and/or computer use.
4. Patrons **DO NOT** load/download games or other software, **change** any settings, or save anything onto the computer.

All Patrons

1. Viewing pornography is prohibited.
2. **DO NOT** engage in any illegal activities.
3. **DO NOT** engage in any activity which causes damage to library property or incurs cost to the library. Users will be charged the cost of repair or reimbursement.
4. Be considerate of others; use headphones for sound.
5. Computer users, however, should not expect privacy. In addition, the library reserves the right to monitor computer use in the library.
6. The library and staff will not be held responsible for any damages to users' equipment or data.
7. Depending on the nature and severity of the offense, a patron's failure to follow the rules may result in loss of computer use for 30 days for the first offense and loss of computer use for six months for the second offense **OR** loss of computer or all library privileges at the discretion of the library staff. The decision may be appealed **in writing** to the library board, but privileges will remain suspended until the board hears the appeal.

Children's Online Safety

Library staff is not able to monitor all children's computer use. Parents/guardians are responsible for the use of the computer and for the internet information selected/accessed by their children. Children who use the internet unsupervised may be exposed to inappropriate or disturbing information and images. Parents are encouraged to discuss the use of the internet in relation to family values and boundaries with their children and to monitor their children's use of the internet.

I have read the above information and agree to follow the above policies and rules.

NAME

SIGNATURE

DATE

Parent or guardian signature required if above patron is under 18 years of age.

Parent or guardian signature

