

Policy Title: **Public Access Computers (CAP) Internet Acceptable Use Agreement**Policy Approval Date: October 1st, 2001

Policy Review Date: April, 2010

Policy Review Date: Dec., 2016

The Bonfield Public Library Board endorses the use of the Internet access as an essential source of information to complement traditional library collections. The Internet functions in an unregulated, global environment and, therefore, provides access to a wide variety of resources over which the library has no control. This policy establishes the provision of public network services to access the Internet and the acceptable use of these services.

1. Use of the Internet and Computers is a privilege, not a right, and inappropriate use will result in a cancellation of this privilege. The Library staff reserves the right to terminate patrons' use of their internet access and computers for any reason, including disruptive or destructive behaviour. Their decision is final. Closure of library due to weather conditions will also apply.
2. The Bonfield Public Library's computers (and the wireless access) are located in public areas shared by Library users of all ages, backgrounds, and sensibilities. Individuals are expected to consider other Library users when accessing the Internet.
3. These computer terminals and the wireless access are not to be used illegally or for unethical purposes. Illegal acts will be reported to the authorities.
4. The Internet is not a secure medium and third parties may be able to obtain information about users' activities. Please use caution before providing any personal information over the Internet. Users are responsible for any losses or damages that occur as a result of any online transactions they conduct on the Internet. The Library assumes no responsibility for the security and privacy of online transactions.
5. Given the inherent limitations of filtering software and their impacts upon the Intellectual Freedom Rights of Citizens, filters are not used by the Bonfield Public Library to restrict access to information on the Internet.
6. The Bonfield Public Library assumes no responsibility for the use of the Internet by children. The library does not monitor, and has no control over; the information accessed through the Internet and cannot be held responsible for its content.
7. Wired and/or wireless access to the Internet via the public network is provided free of charge.
8. Printing costs .25 cents per page for black & white (Students/Non-Profit Organization .10 cents each) Colour prints are available at \$1.00 per page. The library does not guarantee the quality of the prints, and because the library has to recover costs for paper and toner, all prints must be paid for, whether the user is satisfied with the quality or not.
9. Patrons must sign the acceptable use agreement form at each use.
10. The library reserves the right to set time limits or ask users to limit their time on the public computers. The staff reserves the right to adjust computer time and scheduling as necessary. Users requiring more than 30 minutes must make arrangements in advance with the library staff. Please Note: Library computers shut down 15 minutes prior to closing.
11. User-created files shall not be saved on the library's computers. Files that are saved will be removed. Users may store files on personal removable storage media. User-supplied software shall not be installed on the library's computers, and users may not modify or reconfigure software installed on the library's computers.
12. The Bonfield Public Library makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Bonfield Public Library will not be responsible for any damage you suffer; this includes any damages sustained while using a personally owned device within the library's premises or while using the library's wireless network, any loss of data resulting from delays, non-deliveries, non-deliveries or service interruptions. Use of any information via the Internet is at your own risk. The Bonfield Public Library specifically denies any responsibility for the accuracy or quality of information obtained through its services.