

# Horicon Public Library

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## Internet Policy

1. The Library has available access to the internet for the public. The purpose of providing this service is the wealth of information on the Internet, which expands the resources the Library is able to offer. It allows access to ideas, information and commentary from around the globe. Currently, it is an unregulated medium. No one controls the Internet's contents. While it offers many benefits, it also enables access to some material that may be inaccurate, offensive, pornographic, disturbing, and/or illegal. Clients and staff should remember that some material on the Internet may be outdated, wrong, or biased. All information should be critically evaluated. The benefits of access outweigh the disadvantages, but caution should be employed when using this resource.
2. Adults will read and sign the Internet Policy which outlines Library rules for the use of Internet stations.
3. Since the Internet may contain materials that are: offensive, pornographic, disturbing, and/or illegal, parental written permission must be obtained before anyone under the age of 18 can use it at the Library. Permission slips will be signed in the presence of an adult library staff person. Parents are strongly encouraged to monitor their child's use of the Internet.
4. The Library staff do not monitor use of the Internet except when material displayed on the screen is not appropriate in a public environment. Since the Internet workstation is in the Library, in view of other clients and staff, clients are not permitted to display visual images containing pornography, offensive language, or graphic violence.
5. Downloading will be allowed as long as it is not meant to damage the Library's network or computer. Any files added will be erased each day. No hacking, destroying of files, loading or creating viruses allowed. No one may change any setup configuration of the library's hardware or software.
6. At this writing, the accessing of chat rooms by patrons is permissible; however Library staff may choose not to support the latest public access software.
7. Use of the library's internet stations for illegal purposes will not be tolerated.
8. Individuals may not use the Library Internet service to send or receive e-mail, unless using the free e-mail services available.
9. Since printing is an on-going expense incurred by the Library, clients who print images or text from the internet are charged a fee, the same rate for all other computer printing at the Library.
10. Clients are allowed one, one hour session per day. If no one is waiting to use this service, then the client may continue to use it. Clients may only book Internet time on the same day they are using it.
11. Since the Internet is an information service provided by the Library, and since there is potential for groups to form around the Internet workstation, only one client at a time will be allowed at the Internet workstation. The exception to this is when a parent/guardian accompanies his child at the workstation. This previous situation is strongly encouraged. Another exception is at the librarian's discretion, for example when two people are working on a research project, etc.
12. Intentional misuse or abuse of the computer or internet access may result in suspension of computer or internet access privileges, legal prosecution or both.

(updated 5/2014)