Town of Chester Library
Computer Use and Internet Policy

In keeping with its stated mission, The Town of Chester Public Library provides free and open access to information and services that can be used for informational, educational, and recreational purposes.

The Internet as a medium has many distinct advantages for libraries and library patrons including:
•Access to information from all over the world.
•Access to information not available elsewhere.
•Free access to information sources that are not within the scope of the Library's budget.
•Access to time sensitive information such as stock quotes.
•Access to important community information such as state and federal tax forms.

All Internet resources accessible through the Library are offered equally to all Library users.

The Internet is a global, unregulated electronic resource that allows the Library to offer a wide range of information and resources. The Library cannot be responsible for content of Internet sites. Users must evaluate sources of information for accuracy, reliability, currency or completeness. The Library is dedicated to the principle of the free flow of information and, therefore, does not use filtering software. It is the user's responsibility to exercise judgment and discrimination when evaluating the usefulness and reliability of material found on the Internet. The Library is not responsible for the content, security or reliability of web sites. As with print material, it is the right and responsibility of parents to monitor their children as they explore this resource. Library staff cannot act as a substitute parent, or be responsible for children on Internet terminals. At times, specific web sites or services may be unavailable due to technical or other difficulties. The Library is not responsible for the loss of user's data or files.

Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve because computers are located in a public area. Electronic transactions of information and viewing screens could become public. As a result, the Library cannot guarantee privacy or confidentiality. Users are individually responsible for honoring and respecting each other's privacy and confidentiality while using computers.

The Library does not provide e-mail as part of its Internet services. However, there are

web sites that provide free e-mail accounts that are accessible from any web browser.

All users are required to follow the Library Rules for Computer Use.

Library Rules for Computer Use

Access
All internet resources accessible through the Library are offered to all Library users. It is the right and responsibility of parents to monitor their children's use of the Internet. Library staff are not responsible for the use of the Internet by unsupervised children.

Time
Before using wired computers patrons must sign in at the circulation desk, affirming that they have read and understood the Library's computer policies, a copy of which is available on the bulletin board in the computer room. Time limit per user is normally only enforced if there is a waiting line for computer use. In these situations computer users are limited to 30 minute sessions. If no one is waiting there is normally no time limit on computer use. As wireless users are using their own equipment it is not necessary for wireless users to sign in.

Printing
There is currently no printing service available from wireless devices. Printing service is available from wired Library computers. Pages are printed at the circulation desk printer and can be picked up and paid for at the desk. There is no charge for the first 3 printed pages. Additional pages will be charged at the rate of 25 cents per page.

Assistance
As time permits, staff may help patrons with computer/Internetlwireless device use on a basic level, but are not available to offer on-the-spot or in-depth training or assistance.

Software
Library computers are configured to NOT allow the downloading or saving of items to the computer's hard drive. Library computers are NOT configured to accept the use any non-Library software. Those wishing to download or save personal files may do so to a personal flash drive or CD. The Library assumes no responsibility for user's personal files.

Caution
Wireless computers and devices operate through an unsecured system. Wired Library computers have data protection software installed, but privacy is not guaranteed particularly when using the Internet.

Restrictions/Illegal Activities

Library policies on the proper use of materials also apply to electronic resources. Library patrons are expected to comply with all local, state and federal laws while using the Internet. Examples of illegal or restricted activities include:
•Access to "obscene material" as defined by local, state and federal statutes.
•Damage of computer equipment or software or activities that cause degradation of system performance.
•Hacking, alteration or destruction of software configurations.
•Violations of copyright law or software licensing agreements.
•Use of workstations to circumvent or violate local, state, federal, or international laws.
•Engaging in any activity which is disruptive, libelous, or slanderous to others.
•Engaging in commercial activities involving on-line financial transactions which might incur costs to the Library.

Any Library staff member who observes a person viewing alleged obscene material or engaging in restricted or illegal activities will direct that person to remove the material from the computer screen and refrain from viewing such material or engaging in such activities in the future. Any person who refuses to comply with these directions will be asked to leave the Library premises. Law enforcement personnel may be called to enforce compliance with such a request. Library staff then has the right to temporarily or permanently suspend Internet and/or Library privileges. In addition, failure to adhere to these restrictions and prohibitions may subject the user to prosecution under local, state, or federal law.

The Library reserves the right to change this policy without notice.

Adopted by the Library Board of Trustees on March 17, 2015