

COMPUTER AND INTERNET SAFETY AND USE POLICY

The Berthoud Community Library District (BCLD) provides public access to the Internet in keeping with the library's role of providing access to curriculum and research resources. This policy applies to adults and minors.

BCLD staff will work in partnership with parents and guardians to help supervise minors in the safe use of the Internet in compliance with Federal and State laws. However, since BCLD cannot control all aspects of this vast resource, parents are expected to continually participate in their children's learning processes by helping them make good choices in selecting appropriate materials and websites.

- BCLD users use the Internet at their own risk. It may contain controversial material that some may find offensive.
- BCLD does not monitor and has no control over the information on the Internet and cannot be held responsible for its content.
- Users should be aware that the Internet is not a secure medium and that third parties may be able to obtain information regarding user's activities. BCLD is not responsible for any loss or damage incurred by a user of the library's computer or telecommunications equipment.
- BCLD will not release information on the use of Internet computers or specific websites accessed by members of the public, except as required by law or when necessary for the proper operation of the library.
- Parents or legal guardians of minor children must assume responsibility for deciding what library resources are appropriate for their children, including access to the Internet. BCLD does not place age restrictions on access to information.

Conditions of Use

- Users must sign up for use of the library's public access internet computers. A valid library card, driver's license, or other acceptable form of identification must be presented in order to use a computer.
- Usage is provided in one-hour blocks. Users may sign up for additional time if no one else is waiting. Computers are available on a first-come, first-served basis.
- Users are required to use headphones when accessing audio content.
- Users must pay for all prints at the time of printing.

- Materials copied from the Internet may be subject to copyright laws.
- The use of BCLD computing systems and facilities for any type of illegal activity will result in revocation of Internet use privileges, general library privileges and/or constitute grounds for civil or criminal prosecution.
- Although a virus checker is installed on library computers, this program may not completely protect the user from loading a virus onto a personal storage device. BCLD is not responsible for damage to a user's storage device or computer, or for any loss of data, any damage or any liability that may occur from use of a public access computer.
- BCLD prohibits the following:
 - o Sending, receiving or displaying child pornography, obscene text or graphics, or text or graphics harmful to minors.
 - o Engaging in any activity that facilitates sending, receiving or displaying materials harmful to a minor.
 - o Activities that disrupt the library or its network.
 - o Loading or downloading software from the Internet to the computer hard drive, using personal software programs on the library's computers, or saving personal documents or images on the computer hard drive.
 - o Making any attempt to modify, gain access to files, passwords or data belonging to others, seeking unauthorized access to the library's or any other computer system, or damaging or altering software components of any network or database.
- As specified by state and federal laws (HB 04-1004 Internet Protection in Public Libraries, C.R.S. 24-90-601-606 and Children's Internet Protection Act (CIPA), Pub. L. No. 106-554) BCLD filters all Internet computers.
 - o Upon request, staff may disable filters for adults. In the case of minors (those under 17 years of age), staff may disable filters for bona fide research or other lawful purposes.
 - o To the extent practical, steps shall be taken to promote all users' safety and security when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.
 - o Specifically, as required by CIPA, prohibited network usage includes:
 - (a) unauthorized access, including hacking and other unlawful activities;

and (b) unauthorized disclosure, use, and dissemination of personal information regarding minors.

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Revision 5/22/2008

Revision 5/3/2012

Revision 6/8/16

