ST. JOSEPH PUBLIC LIBRARY
PUBLIC COMPUTERS AND INTERNET POLICY

St. Joseph Public Library (SJPL) provides computers and Internet access to its patrons for informational, educational, and recreational purposes. A library patron accepts responsibility for the appropriate and legal use of library equipment, the Internet, and related online services. Misuse may result in the loss of public computer and Internet access privileges.

Use of SJPL computers and Internet should be consistent with SJPL's policies and procedures, as well as with all applicable local ordinances and state, federal, and international laws.

Internet sites and other graphic material that could be defined as obscene, pornographic, harmful to minors, or inappropriate for viewing in a public setting should not be accessed. If such sites are accessed, library staff will take appropriate action, which is outlined in #9 of the Procedures section. Allowing minors to view inappropriate materials may be a crime under Missouri Law and may be reported as such.

The Library also expects that users shall make no effort to interfere with the operations and integrity of its systems.

Internet users ages 9 - 17 must submit a signed parental release form, available at public service desks. An exception may be made for emancipated minors. Parents accompanying their minor child may give verbal permission for an Internet session on that day. Children eight years old and younger must be supervised by a parent, guardian, or designated caregiver (an individual at least 18 years of age who has been charged by the parent or guardian with the care of a minor during a visit to the library) while using the Internet.

SJPL expressly disclaims any liability or responsibility arising from access to or information obtained through its Internet access and computer, or any consequences thereof.

Any use of a SJPL computer or Internet access point constitutes acceptance of this policy.

Content Filtering Measure

SJPL utilizes content filtering software to help prevent online access to visual depictions that are obscene, pornographic, or harmful to minors. Content filtering software does not block inappropriate material 100% of the time. Anyone 18 or older has the option to have unfiltered access to the Internet. SJPL expects users to participate in responsible use of the Internet. WI-FI access is always filtered.

Internet Use Guidelinss on a Library Computer

1. Patron ID numbers located on the back of library cards allow users to whom the card is issued to access the Internet. Patrons must use their own library card to access the Internet.

2. Library accounts must be in good standing for patrons to access Internet computers.

- o Patrons with remaining balances for lost or damaged items require a monthly payment of no less than one dollar ($1) per month for the account to be in good standing.

- o Patrons with remaining balances in good standing will be issued a guest pass to access the Internet.

3. Users are granted one hour of Internet access per day.

4. If there are no other patrons waiting to access a computer, a user may have up to three hours total daily Internet access unless the library staff determine otherwise.

5. There is a limit of two users per computer, at least one of whom must be the owner of the library card used to access the Internet.

6. Users may print at the rate of ten cents per page for black and white prints and twenty-five cents per page for color prints.

7. Users may not attempt to add, modify, or remove any system element.

8. Users may not impede public use through the monopolization or overload of resources.

9. Staff reserves the right to remove access to the Internet if deemed appropriate.

10. If the guidelines are not followed or inappropriate sites are accessed, the following steps will be taken:
    a. First instance: user will be asked to exit site.
    b. Second instance: user will lose Internet privileges for the day.
    c. Third instance: user will lose Internet privileges for one week.
    d. Fourth instance: user will lose Internet privileges permanently at all SJPL branches.

Nothing in this section will preclude the staff from taking more or less aggressive action as the conditions may warrant.

Wireless Internet (WI-FI)

All SJPL branches provide wireless Internet access. It is solely the responsibility of the wireless device owner/user to provide updated antivirus protection and anti-malware software, and to configure personal equipment with appropriate security settings to control access from other wireless devices within library facilities and the Internet itself, while using the library's network. Wireless users assume all risks in this regard. Content filtering software is applied to all WI-FI sessions.

Unacceptable Use

Unacceptable use of computers and Internet includes violations of international, federal, state, or local law, or any use that violates SJPL policy or guidelines. Examples of unacceptable use include, but are not limited to the following:

1. Damaging or otherwise misusing library property.

2. Behaving in a manner that disrupts the orderly conduct of the library, prevents other patrons from using library resources, or interferes with library employees performing their duties.

3. Viewing content online that is obscene, pornographic, harmful to minors, or inappropriate for viewing in a public setting.

4. Perpetrating cyberbullying and other forms of online harassment.

5. Transmitting or reproducing copyrighted material without permission from the copyright holder.

6. Hacking or accessing other computers or information networks without proper authorization.

7. Intentionally engaging in the distribution of malicious software.

8. Using false identification to mislead others.

9. Using another individual's personal information.