

**Piedmont Valley Library Computer Use and Internet Safety Policy**  
**Effective November 2<sup>nd</sup>, 2020**

**Computer Availability:** The Piedmont Valley Library provides access to a broad range of information resources including those available through the internet. The library makes this service available as part of its mission to provide free and open access to information of all types in a wide range of formats for library users of all ages and backgrounds. At times, computer equipment malfunctions or internet service interruptions may make computer service unavailable.

To the extent practical and in order to comply with the Children’s Internet Protection Act, steps are taken to promote the safety of minors using the library computers to access the internet, including the use of e-mail, social media, and all forms of direct messaging. This policy prohibits all library users, including minors, from using library computers to conduct unlawful activities, including “hacking.” Furthermore, it prohibits the unauthorized disclosure, use, and dissemination of personal information regarding minors. In order to prevent the access by minors of inappropriate material on the internet, the library has employed filters to block images that are obscene, pornographic, or harmful to minors.

**Rights:** The Piedmont Valley Library upholds the rights of each individual to have access to constitutionally protected material. The library also affirms the right and responsibility of parents and legal guardians to determine and monitor their own children’s use of library materials and resources, whether they are in print or on the internet. Parents are also encouraged to discuss internet safety with their children prior to child’s access of online resources.

**Internet Content:** The Piedmont Valley Library does filter internet content on public access devices for material inappropriate for minors. However, patrons should be aware that internet content can be inaccurate, incomplete or dated.

**Privacy:** The Piedmont Valley Library cannot guarantee privacy for patrons using electronic resources. There exists the possibility of inadvertent viewing by other patrons or staff, especially when staff is requested to assist at the computer stations. Library staff may also take steps to monitor internet use by minors when parents are not present. The library will not release information on the use of specific internet resources by members of the public except as required by law.

**Administrative Access Security:** On a quarterly basis, the chief administrator/Librarian shall review all active user logins to ensure that Users that are no longer associated with the Piedmont Valley Library have been inactivated.

**Computer Use:**

- 1) Patrons are asked to sign their first name for a 30-minute time period, which may be renewed if no one is waiting for a computer.
- 2) In order to use library computers, patrons under the age of 18 must have a parent or guardian come in the library to sign the Computer Permission Form for Minors.
- 3) A nominal fee will be charged for printing.
- 4) Patrons shall not change any computer settings or install programs on library computers.
- 5) Food and drink are not allowed at the computer stations.
- 6) Patrons may access social media sites such as email, Facebook, etc., and may access online gaming sites as long as they are not disturbing others in the library.
- 7) Internet users shall not access material that is obscene, pornographic, child pornography, “harmful to minors” or otherwise sites that are inappropriate. In addition, internet users shall not use any resources that engage in “hacking” or attempt to compromise system security.

**Denial of Privileges:** Patrons who disturb the staff or other patrons, who violate any of the above policies, attempt to bypass library internet filtering for a minor, or damage library computers or software may be denied access to the computers for a length of time to be determined by the librarian. Denied patrons have the right to appeal to the Library Board of Trustees.

Revised and adopted November 2<sup>nd</sup>, 2020  
Piedmont Valley Library Board of Trustees

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Carrie Regelin, Chair