

# Harvin Clarendon County Library

## Internet Access/Safety Policy

To fulfill its mission of providing library services to all citizens, the Harvin Clarendon County Library provides access to a wide range of informational, educational, and recreational resources, including those available through the Internet. The Harvin Clarendon County Library has established this policy to ensure responsible and appropriate use of the Internet within the library's facilities. A more comprehensive Electronic Resources Usage policy is available for review.

### **Rights and Responsibilities of Users**

The Internet enables access to a wealth of valuable and reliable information from a variety of sources. However, it also provides access to information that may be inaccurate, controversial, illegal, personally offensive to the viewer, and/or inappropriate for children. The Library monitors such material through Internet filtering software as mandated by South Carolina law. (Proviso 72.95 of the Annual Appropriations Act enacted July 1, 2001). Individual users must exercise judgment in evaluating the validity and appropriateness of information retrieved via the Internet, as any filtering software is not 100% reliable. Upon request, a user may ask that a site be unblocked for bona fide research or other lawful purposes and subject to review by library staff. Users who attempt to bypass the filtering software or instruct others how to bypass the software will lose computer privileges for two weeks for the first offense, six months for the second offense and a period of one year for the third offense.

While the Harvin Clarendon County Library upholds user's rights to privacy and confidentiality in their use of all library sources, the nature of electronic resources makes it impossible to guarantee these rights. Since some Internet sites may be inappropriate for viewing in a public setting, users should use discretion in consideration of the rights of others. Users of electronic mail systems should be aware that electronic mail in its present form cannot be secured and is, therefore, vulnerable to unauthorized access and modification. Financial transactions through the Internet cannot be guaranteed safe.

Users should also be aware that their right to privacy will be held only to the extent possible given certain constraints like proximity of other patrons and staff.

### **Children's Use**

The Internet provides access to valuable educational and informational resources for children and youth, who are expected to abide by this policy. As with other library resources, the Harvin Clarendon County Library affirms the responsibility of parents to determine the appropriateness of Internet sources for their children. Parents are encouraged to discuss with their children issues of appropriate use and electronic safety, and are also encouraged to monitor and supervise their children's use of the Internet, as Internet filtering is not 100% reliable. Children ages 10 and under must be accompanied by a parent, legal guardian or responsible family member age 18 and over when using the Internet.

### **Conditions and Terms of Use**

Computer users must behave in accordance with the Library's Code of Conduct and the Electronic Resources Usage & Internet Safety policies. Mobile library users are expected to abide by the same Code of Conduct and policies.

The Library has established signup procedures and time limits for the use of public computers as follows:

- In-county users must use a library card
- Out-of-county users may be issued a guest pass, or may use a compatible consortium library card
- Users must sign in at the computer they intend to use
- Computer access is determined on a 'first come first serve' basis
- Users are allowed up to 3 hours of computer usage a day. Users may request additional time for employment and educational purposes as computer space allows
- No more than two individuals at one computer at a time

The Library staff will assist users in a manner consistent with other Library services. The availability of staff and needs of other Library users will necessarily affect the extent of assistance with Internet use.

The Library does not provide email accounts.

Users may print according to posted procedures and at the advertised price.

Users must have a valid Harvin Clarendon County Library card or show a picture ID and be in good standing to use the computers. Out of county users must show a valid picture ID or have a compatible and valid consortium library card.

#### **Users May Not...**

- Damage or attempt to damage equipment; alter or attempt to alter existing software configurations
- Attempt to gain unauthorized access to or to cause disruption of the Library's computers
- Violate copyright laws or software licensing agreements
- Display or send material, images, messages, or files deemed as child pornography, obscene or harmful (as defined by SC code 16-15-305)
- Bypass or instruct others how to bypass the Internet filtering software
- Violate any local, state or federal laws or regulations

#### **Penalties for Policy Violations**

Violations of this policy may result in loss of computer privileges or Library privileges. Unlawful acts are subject to prosecution by local, state and/or federal authorities.

Adopted: May 19, 2003

Revision 01: August 21, 2006

Revision 02: August 17, 2009

Revision 03: September 16, 2019