<p style="text-align:center">HARVIN CLARENDON COUNTY LIBRARY</p>

<p style="text-align:center">INTERNET ACCESS/SAFETY POLICY</p>

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 by-pass the filtering software or instruct others how to by-pass the software will lose computer privileges for two weeks for the first offense, lose computer privileges for 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 confidentially 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, extremely 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. Parents are strongly encouraged to monitor and supervise the children's use of the Internet, as Internet filtering software is not 100% reliable. Library staff, to the extent possible, will also monitor the use of the Internet by children ages 13 and under. 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 Users aged 13 and under MUST HAVE A INTERNET PERMISSION FORM signed by a parent or legal guardian.

Conditions and Terms of Use

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

The Library has established sign-up procedures and time limits for the use of Internet workstations as follows:

- Users must use only their library card
- Users may sign up themselves for computers through the available software. Out of county residents must be signed up by staff at the circulation desk.
- Access will be determined on a first come first serve basis.
- Users are allowed one hour with an additional thirty minutes if no one is waiting.
- Users are allowed two sessions per day meaning up to three hours.
- Only 2 persons may be at the workstation at one time.

The Library staff will assist Internet 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 E-mail accounts. Users may access e-mail accounts through Internet based services.

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

Users must have a valid Harvin Clarendon County library card or show a picture I.D. and be in good standing in order to use the computers. Out of county residents must show a valid picture I.D.

Users May Not...

- Damage or attempt to damage equipment; alter or attempt to alter software configurations.
- Attempt to gain unauthorized access or to cause disruption of the Library's computer system or any other computer system.
- 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 S.C. code 16-15-305).
- By-pass or instruct others how to by-pass the Internet filtering software.
- Violate any local, state or federal laws or regulations.
- Use their own software, download or install software on any of the Internet workstations. Users may, however, save information on a disk purchased from the library. Personal disks, CD's, flash drives, and other outside devices are not allowed.

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, Revised: August 21, 2006, Revised August 17, 2009