

## **Public Internet Use Policy**

The Beverly Public Library provides public access to the Internet as part of the Library's information services. The Internet provides access to valuable information resources which may not be available elsewhere. The unique, unregulated nature of the Internet requires that users exercise judgment regarding information accessible on various Internet sites. The Library does not filter access to Internet sites but may monitor patron usage. Parents have the responsibility to monitor their children's use of Library resources. Some patrons may deem some material unsuitable for viewing by their children. We suggest that parents concerned about access issues become familiar with the Library's policy and join their children in using the Library's Internet services. The Children's Room can provide parents with written materials to help them in guiding their children's Internet use.

Patrons should be sensitive about viewing or leaving material on the screens which may be upsetting to other patrons, whether on their own laptops or on Library PCs. Because of expected demand for Internet access, the Library has instituted the following rules:

1. Patrons shall limit their connect time to 60 minutes when other patrons are waiting.
2. Patrons are prohibited from using other patrons' library cards to access the Internet.
3. Patrons are prohibited from accessing materials which may be prohibited by state or Federal Law. Patrons attempting to access prohibited sites will be told by Library Staff to cease.
4. Patrons may not use the Library's Internet service for any illegal activity, including use of library computers for hacking.
5. Patrons accessing blatantly offensive visual or text-based materials which constitute potential sources of sexual harassment to other patrons or Library Staff will be told to cease.
6. Library staff is not available to provide Internet instruction beyond routine assistance in finding resources. The Library may, from time to time, offer classes for intensive Internet instruction.
7. Patrons may not bring in outside software to use on Library computers and the Library may require patrons to use anti-virus software to clean files.
8. Patrons violating the above rules may have their Internet access terminated. Library Staff are authorized to take prompt and appropriate actions to enforce the Public Internet Use Policy.

This policy has been written in accordance with The Library Bill of Rights and the freedoms guaranteed by the First Amendment. This policy shall be reviewed by the Board of Library Trustees no later than June 2018.