

LIVINGSTON MANOR FREE LIBRARY

May 2020

PUBLIC ACCESS COMPUTING ACCEPTABLE USE POLICY

Purpose:

The Livingston Manor Free Library seeks to serve the learning, information, and personal enrichment needs of people of all ages in the community.

To pursue this mission, the library offers public internet access, wireless (wifi), online databases, and printing services.

Acceptable Use:

The freedom to access information is a fundamental right but use of library equipment is a privilege.

Users shall respect the rights of other computer users, library patrons, and staff. This includes the use of personal devices that may or may not use the wireless(wifi) capacity of the library.

Unacceptable Use:

Use of the resources for any purpose that violates federal, state or local laws.

Harassment of others.

Infringement upon the rights and privacy of others.

Destruction of or damage to equipment, software or data belonging to the library or other users.

Unauthorized copying of copyright-protected material.

Unauthorized disclosure, use or dissemination of personal information regarding minors.

Downloading of external applications to the hard drive of the public access computers.

Intentional interference with or circumvention of normal operation of library technology.

Harassment:

Although the freedom to access information is a fundamental right, library users must exercise that right responsibly by respecting the rights of others. The library will not censor access to the internet. However, the library is committed to providing an environment free from harassment.

Display of sexually explicit graphic or otherwise offensive material is inappropriate for an open public environment and is prohibited.

Although the library takes harassment violations very seriously, there will be no supervision by the library staff of what is accessed via the library's internet computer services. This responsibility falls to the patrons.

Consequences:

Illegal use may be subject to prosecution by local, state or federal authorities.

Inappropriate display of explicit graphics or otherwise offensive material inappropriate for an open public environment may result in permanent suspension of using the library's computers and/or internet.

Any damage to library technology may be charged to the user.

Failure to use the equipment appropriately and responsibly may result in restriction or suspension of computer use privileges determined on a case by case basis at the discretion of the library director.

Computer users will be informed in writing by the library director or staff proxy if their privileges have been restricted or suspended for more than one day due to violations of the Acceptable Use Policy.