

Middleton Public Library
Internet Acceptable Use Policy

- I Purpose and Disclaimer
- II Responsibilities of Users
- III General Guidelines for Use of Internet Computers
- IV Measures Designed to Restrict Minors' Access to Harmful Materials
- V Copyright
- VI Scheduling and Use of Internet Computers

I Purpose and Disclaimer

- (A) The Middleton Public Library provides access to a broad range of information resources, including those available through the Internet, a vast collection of computer networks linking thousands of independent networks on a global scale. We make this service available as part of our mission to bring people of all ages together with the information they need.
- (B) The Internet offers access to ideas, information, and commentary from around the world that can be personally, professionally, and culturally enriching. However, not all resources on the Internet are accurate, complete, or up-to-date. The library assumes responsibility only for the information provided on its home page. We do not monitor, have no control over, and do not accept responsibility for material in other sources on the Internet.
- (C) This policy applies to all computers that access the Internet on the Middleton Public Library's network, i.e., both library-owned and personal equipment.

II Responsibilities of Users

- (A) In choosing and evaluating Internet sources, users should evaluate them just as they do print materials, questioning the accuracy and completeness of the information.
- (B) Users must search the Internet at their own risk, realizing that beyond the library's home page and supporting documents they may encounter material they find offensive.
- (C) In supervising children's use of the Internet, parents or legal guardians must assume responsibility for deciding what materials are appropriate for their children. The public library, unlike schools, does not serve *in loco parentis*. Library staff cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet.
- (D) Restriction of a child's access to the Internet is the parents' or guardians' responsibility. Parents or guardians are responsible for supervising their children's Internet sessions and for letting their children know if there are materials they don't want their children to use.
- (E) When using the library's computers, patrons should never give out any personal information (name, address, telephone number, credit card number).

III **General Guidelines for Use of Internet Computers**

- (A) The primary purpose of the library's Internet Computer Stations and portable internet devices is to Provide access to resources for research, lifelong learning, innovation, and online creation.
- (B) The library's computer network may only be used for legal purposes. Users of all ages must abide by the restriction set forth in the following section.
- (C) Examples of unacceptable uses include, but are not limited to, the following:
 - Sending, receiving, or displaying text or graphics which may reasonably be construed by library staff as offensive to the public and inappropriate in a library setting
 - Harassment of other users or violation of their privacy
 - Libeling, slandering or maliciously offending other users
 - Violation of copyright laws or software licensing agreements
 - Attempting to crash, degrade performance of or gain unauthorized access to the library's computer system and networks
 - Damaging equipment, software or data belonging to the library or other users
 - Obstruction of other people's work by overuse of system resources
- (C) Violations may result in loss of Internet or library privileges. Illegal uses of computers may also be subject to prosecution by local, state, or federal authorities.
- (E) For security reasons, patrons may not send anonymous email on the library's computer network.

IV **Measures Designed to Restrict Minors' Access to Harmful Materials**

- (A) The Library does not select the material on the Internet and has no means or statutory authority to assure that only constitutionally protected material is available on the Internet. The authority to determine what is illegal rests with the courts as defined in Wisconsin and federal statutes. (See specifically Sec. 948.11 of the Wisconsin State Statutes.)
- (B) The Library, on its own and through its participation in the Library Interchange Network (LINK), will recommend interesting and useful World Wide Web resources. These sites, indexed by subject area, can be found through the library's home page.
- (C) The Library's "Kid's Page" is designed by staff members to bring together those sites considered to be useful and of interest to young children.
- (D) Parents and guardians are strongly encouraged to work with their children to develop acceptable rules of Internet use.

V **Copyright**

- (A) U.S. copyright law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of fair use. Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright

infringement lies with the user; the library expressly disclaims any liability or responsibility resulting from such use.

- (B) The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof, such as debts incurred from for-pay services.

VI **Scheduling and Use of Internet Devices and Computer Stations**

- (A) Library staff may impose daily and weekly limits on use of the Internet devices and computers in order to insure that all patrons have convenient access to this service.
- (B) The Internet devices and computer stations are available for walk-in use. In some cases, library staff may require patrons to sign up on daily scheduling sheets. Appointments may also be scheduled by phone.
- (C) Library staff provide classes in the library's computer lab on a regularly scheduled basis. Registration is accepted on a first-come, first-served basis. The lab is not available for other uses when a class is in session. One-on-one training sessions may be scheduled in advance.
- (D) Charges for printing will be determined by library staff and posted at each Internet computer station.

Approved by the Library Board
January 14, 1997
Revised June 9, 1999
Amended September 12, 2000
Amended February 22, 2002
Amended June 27, 2002
Revised November 9, 2004
Revised March 8, 2016