



Auburn Public Library
369 Southbridge Street | Auburn MA 01501
(508) 832.7790
<http://www.auburnlibrary.org>

Computer Use Policy

In an effort to provide patrons of the Auburn Public Library with the most current information available, we offer computer workstations that provide access to the Internet. Unlike other Library information, which is chosen for its accuracy and reliability, the information available via the Internet is not under control of the Library and the Library is not responsible for its content. Patrons should exercise discretion.

Access Guidelines

Access to the Internet is available during all of the Library's hours of operation (technology permitting) until 15 minutes before closing. Library hours: Monday-Thursday 9:30-8:00, Friday 9:30-6:00, Saturday 9-1.

Reserving the Workstations

Reservations for public computer workstations are available on a first-come first-served basis. Access is through the patron's library card or by requesting a guest pass from Library staff at the circulation desk. Guests must provide identification to Library staff in order to reserve a computer workstation

Restrictions

The Library's Appropriate Use Policy also pertains to the use of the Library's computer workstations. Inappropriate use of the computer workstations may result in revocation of access to the Library. The Library Director, or her designee, has both the right and responsibility to track or monitor suspicious activity of any patron, at any time they are using the Library's public computers or wi-fi. Please review the Unacceptable Use and Consequences of Unacceptable Use section of this policy for additional details.

Restriction of a child's access to the Internet is the responsibility of the child's parent or caregiver. Children under age 6 are allowed to use the computers provided in the Children's Room (if available) while accompanied by a parent or guardian.

Children ages 6-11 are allowed to use the computers provided in the Children's Room unaccompanied, with the permission of a parent or caregiver. Young Adults ages 11 and older are allowed to use the adult Library computers if they have a library card in good standing. Library staff are not responsible for filtering or monitoring a child's use of a computer.

Printing

Patrons may print in black and white or color to the public Library printer from the computer workstations, but not from wireless or mobile devices. The cost is \$.10 per page for black and white and \$.50 for color. Double-sided copies count as one page. If one side is in color, the cost is \$.50.

The Library does not provide e-mail, online chat, or individual electronic accounts for patrons. The workstations are intended for independent use by patrons. Staff will be available to assist as their other duties permit.

ALA Internet Use Policy

The Library endorses the American Library Association's (ALA) Library Bill of Rights, ALA Freedom to Read Statement, and the ALA Freedom to View Statement. The Library does not have any statutory authority to assure that only constitutionally protected content is available on the Internet. The authority to determine what is illegal (obscene) and harmful to minors rests with the Massachusetts Attorney General (G.L.c.272 §§ 28 and 31).

Unacceptable Use

Patrons are expected to use computing resources for legal, ethical, and appropriate purposes.

Unacceptable use includes, but is not limited to, the following:

- Violating computer security and user privacy
- Destruction or damage to equipment, software, or data
- Misrepresentation of identity
- Copyright violations
- Unlawful speech, hate speech, and harassment
- Offensive visual images
- Sexual harassment
- Distributing unsolicited advertising
- Altering or attempting to alter the workstation's settings
- Searching for, viewing, downloading, or tracking pornographic or x-rated material
- Searching for, viewing, downloading, or tracking child pornographic material will result in immediate notification to the Auburn Police Department

Consequences of Unacceptable Use

If Library staff determine a patron is viewing inappropriate material a warning will be communicated by the Library Director or his or her designee, and the patron must immediately cease the activity.

Depending upon the seriousness of the offense, the Library Director may ban the patron for a period of time as he or she determines is appropriate. One or more offense will result in a minimum of six month's loss of computer or wi-fi privileges. Reinstatement will require a formal, written request to the Library Director. Reinstatement is not automatic and may or may not be granted.

If the patron commits a second offense within the six-month period, the patron may lose all Library privileges, at the discretion of the Library Director.

Affirmed by the Board of Library Trustees 5/7/2019 | Approved June 24, 2019