

Riverside County Library System

INTERNET USE AND SAFETY POLICY

Purpose: To clarify the use of Internet resources by staff, volunteers and the public in facilities operated by the Riverside County Library System.

Policy: The Riverside County Library System (RCLS) endeavors to provide collections, resources, and services that meet the cultural, informational, recreational and educational needs of the diverse communities it serves. Within this context, the Riverside County Library System offers access to the Internet for both staff and members of the public.

The Internet is a global resource. Resources available on the Internet supplement and complement the collection and resources available at RCLS facilities. RCLS does not monitor and has no control over the information available over the Internet. The Internet may contain material of a controversial nature. Users should note that not all Internet sources provide accurate, complete or current information.

It is the policy of RCLS to:

- Prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail or other forms of direct electronic communications.
- Prevent unauthorized access and other unlawful online activity.
- Prevent unauthorized online disclosure, use or dissemination of personal identification information regarding minors.
- Comply with Children's Internet Protection Act (CIPA) / Neighborhood CIPA

All Library computers with Internet access use a technology protection measure to block, filter or otherwise protect against access to visual depictions that are obscene, child pornography or harmful to minors and to any other materials considered inappropriate for or harmful to minors.

Patrons who are 18 years of age and over may, at their request, have the technology protection measure disabled during their use to enable access for bona fide research or other lawful purposes. Procedures for disabling or otherwise modifying any technology protection measures (for use by adults) shall be the responsibility of *the current County Librarian* or designated representatives.

Where it is available, public wireless Internet access is also filtered, and all Library policies concerning legal, acceptable and safe use of computers and the Internet apply.

As is the case with any electronic media system provided by the County, Library users should not have an expectation of privacy when using any form of electronic media.

Supervising Computer Use by Children:

Access for all patrons under age 18 will be filtered. Filtering software may not block all material users find offensive. Librarians cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet. Parents and legal guardians are responsible for monitoring any and all Internet use by minors. Consent given on the part of parents or legal guardians for a Library card issued to minors constitutes acknowledgment by the parents or

guardians that they have a responsibility for monitoring their child's use of all Library resources, including the public computers.

The following are recommended guidelines for parents and guardians to ensure that children have positive online experiences, whether at home or at the Library.

- Explore the wide range of available information and tell your children about sites you consider inappropriate for them.
- Provide guidelines for your children on the amount of time they spend online, just as for television viewing.
- Teach children to never give out personal identification information (name, address, password, telephone number, social security number, credit card number) about themselves or others without first asking a parent for permission.
- Teach children to be good online consumers. As with print information, consider the source, date, and accuracy of online information.
- Teach minors to exercise discretion and caution when communicating using the Internet, electronic mail, chat rooms, and other forms of direct electronic communications in order to remain safe and secure (e.g. avoidance of predators, cyber-bullying, and scams).

Internet Acceptable Use Rules for All Users

Use of Library technology by each and every staff member, volunteer, or patron shall constitute that person's acknowledgment of and agreement to abide by this Internet Use and Safety Policy, including guidelines for use of the Internet by minors. Patrons are expected to adhere to all rules governing the use of the Internet in libraries, including the duration and frequency of sessions. Patrons who violate library policy regarding the use of the Internet or who behave in a disruptive manner will be asked to either modify their use appropriately or have their internet usage access terminated

All Internet use is subject to RCLS's disruptive use policy which states:

No person while on the premises of the Library shall engage in disruptive conversation or conduct, or harassment or unruly behavior which inhibits the use of the Library by others, nor shall any person refuse to obey the reasonable requests of an employee of the library. Patrons who believe that their use of the library is inhibited (as described above) should contact library staff at once.

Users shall not disclose, use or disseminate personal identification information regarding minors without proper authorization.

Users shall utilize the Library network for lawful activities only. They shall not use the network to cause harm to others or damage the property of others. They shall not intentionally upload, download or create computer viruses or other forms of malicious programming, attempt to harm or destroy equipment, manipulate the data of any other User, or seek unauthorized access to networks and systems, including so-called "hacking."

Staff members are to use the Internet for library related purposes only. Unacceptable use of the Internet is prohibited and is grounds for disciplinary action up to and including dismissal from Riverside County Library System

Any User who violates the Riverside County Internet Use and Safety policy will be subject to prosecution under applicable local, state and federal laws.

Original version approved by the Riverside County *Board of Supervisors* at a public meeting after normal public notice on February 7, 2012.