



BOARD POLICY

COMPUTER & INTERNET USE

Prospective users under 18 years of age must sign an Internet Use Agreement at the circulation desk before being allowed computer access. This agreement is kept on file and must have a parent or guardian's signature on the agreement. This signature is the parent or guardian's agreement to accept responsibility for damages resulting from use of the equipment and software by the child named on the agreement.

1. One person may use a computer at a time, except in the case of a parent or guardian working with a child. Patrons without signed Internet agreements may not be in the computer area.
2. Use is limited to thirty (30) minutes at a time if others are waiting to use a computer, an hour if no one is waiting.
3. Users may not run any downloaded software or download any applications to the library's computers.
4. La Conner Regional Library is not responsible for damage to users' disks, loss of data, or any damage or liability that may arise from a client's use of the library computer or wireless connection.
5. Users may not damage computer equipment, alter computer settings, install any software, or use the computers to gain unauthorized access to any network or computer system.
6. Users may not engage in any activity which is disruptive to other patrons. Library staff reserves the right to deny privileges to persons engaging in such behavior. Librarian staff reserves the right to direct patrons to use privacy screens.
7. Library staff is available for minimal help with the computer applications and the Internet. Free computer classes are offered periodically at the library; announcements will be posted in the *La Conner Weekly News* and in the library.

Any failure to use the computers responsibly and according to the listed regulations will result in revocation of computer privileges and the assessment of charges to the user for any damage done to the equipment or software. All users are responsible for respecting

all international, national, state and local copyright laws and honoring all software licensing agreements. Users must report any problems immediately to library staff.

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Effective: date 5/3/02; revised 7/8/08

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