



Belleville
Public Library &
John M. Parrott Art Gallery

LIBRARY POLICY

Policy Title: COMPUTER AND NETWORK USE

Policy Type: Board: Administrative

Date of Last Review: June 2018

Approved: 2011

Policy Number: BPL003

Belleville Public Library Board (the Library) provides public access to computers and the Internet to fulfill its mission of providing equitable access to information, and to meet the educational, recreational and cultural needs of our community.

The Library Board has established the following policy for the use of computers, the internet, and networks provided by the Belleville Public Library. By signing into the wireless network or the public computer workstations, users are agreeing to abide by this policy.

Use of Library Networks:

Any use of public Library computer networks, whether through a mobile, handheld, tablet, computer, or wireless device, is bound by the requirements of this policy. The use, viewing, production, or distribution of sexually explicit material, or any content or activity that is prohibited by law or legislation of Canada and / or Ontario, is strictly prohibited. Such prohibited activities include but are not limited to: downloading of illegal media content (movies, music, etc.) or other copyrighted materials; fraud, tax evasion, or phishing scams; the transmission of computer viruses or malware; hacking, denial of service attacks or unauthorized network access; distribution of hate literature; etc.

Use of Public Computers:

The public computer workstations that are situated in public areas are shared by Library users of all ages, backgrounds, and sensibilities. Users are limited to two-hours of computer use per day, which can be used consecutively or for multiple sessions. Users are required to use the computers with consideration for fellow Library users. Viewing of sexually explicit material is prohibited. Certain copying or distribution of material found on the Internet may infringe on copyright or other intellectual property rights. The Library

is not responsible for such infringements. All users of Belleville Public Library, including users of the Library's Internet services, are also required to follow the Library's Rules of Conduct which are designed to ensure a welcoming environment. Disruptive, threatening, or otherwise intrusive behaviour is not allowed and could be subject to trespass orders or criminal charges.

Violations of this Policy and/or the Rules of Conduct may result in suspension of library privileges, trespass orders, and exclusion from the Library, as well as prosecution.

User Data and Privacy

The Library uses a software program that clears private data from public computers between users. However, any software product can experience failures, and while we endeavour to maintain it in good working order, this software does not guarantee that all data will be cleared between user sessions. The Library cannot be held responsible for any loss of data, theft of data, or violations of user privacy while using public computers. Users are responsible for their own data security and must log out of all website, banking, email and social media accounts and any other online service that requires users to enter personal information into the computer. The user must be aware that the computers are for public use and that the library is a public place, and act accordingly. The user is responsible for logging out of all accounts before leaving the computer unattended or ending their session.

Use of the Internet:

The Internet enables the Library to connect electronically to ideas, information and commentary and to offer access to many valuable local, national and international resources. Belleville Public Library does not monitor and has no control over the information accessed through the Internet, and cannot be held responsible for its content. Not all Internet sources provide accurate, complete, age-appropriate or current information. It is the user's responsibility to question the validity of any information.

Belleville Public Library recognizes that children are entitled to access to all information and services of the Library, including the Internet. However, Belleville Public Library does not act in place or in the absence of a parent or guardian. Parents or guardians are responsible for monitoring their children's Internet use at the Library. In keeping with the public library's tradition of providing age-appropriate materials for children in safe and welcoming environments, the Library provides filtered Internet workstations in the Children's area which are available only to children under 12 years old. Belleville Public

Library assumes no responsibility for the accuracy and effectiveness of any installed filter.

With the exception of filters on designated children's workstations, the Library does not manage the content of the information accessed through the Internet and assumes responsibility only for the information provided on its own website. Belleville Public Library's users are subject to federal, provincial and municipal legislation regulating Internet use, including the provisions of the Criminal Code regarding obscenity, child pornography, sedition and the incitement of hate. The use of the Library's Internet services for illegal purposes is prohibited, and may result in prosecution.

Use of Library Wireless Internet Access:

Free wireless Internet access is available throughout the library for the use of laptops or other wireless devices. The Library's wireless access points are unsecured connections to the Internet. The Library is not responsible for data transmitted or loss of information over the wireless network. Users should be aware that third parties may be able to obtain information about users' activities when using the wireless service to connect to the Internet. The Library assumes no responsibility for the security and privacy of on-line transactions.

Users of the wireless Internet service are bound by the terms of Belleville Public Library's Rules of Conduct and this Computer and Network Use Policy. The viewing, production, or distribution of sexually explicit material, and any content that contravenes Ontario and Canadian Law and Legislation, is strictly prohibited.

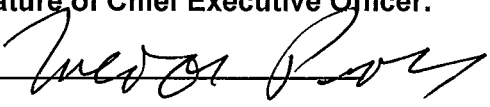
Approved by Belleville Public Library Board

Signature of Board Chair:



Date: 2018-06-19

Signature of Chief Executive Officer:



Date: 19 June 2018

