



## **INTERNET SAFETY AND ACCEPTABLE USE POLICY**

### **Introduction**

The mission of McMillan Memorial Library is to enrich individuals, families, and the community by offering intellectual stimulation, information, and enjoyment by providing materials in a wide range of formats including free basic access to electronic resources via the Internet. This policy applies to all devices that access the internet through the McMillan Memorial Library.

### **Personal Responsibility**

Information on the Internet is provided by a multitude of sources. Provisions of access by the library does not constitute endorsement of the ideas or information found on the Internet. Library staff cannot guarantee the accuracy, quality, or timeliness of the information found online. Information found on the Internet falls outside the scope of the Library's [Materials Selection and Collection Development](#) Policy. 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.

For this reason, library users must assume responsibility for their own use of the Internet. Legal guardians are strongly advised to supervise their children's use of the Internet. Library staff cannot act in the place of legal guardians in providing constant care and supervision of children as they explore the Internet.

### **Acceptable Use Rules**

When using Library resources to access the Internet, the following rules shall apply:

1. Users shall observe all Federal, state, and municipal laws and regulations.
2. Users shall observe all policies and procedures of the South Central Library System and McMillan Memorial Library regarding this service.
3. The Library reserves the right to terminate a user's session without notice and to limit the amount of time at any one sitting.
4. Internet computers shall not be used for illegal activities, to access illegal materials, or to access materials that may be reasonably construed as obscene. The transmitting and/or receiving of obscene materials and/or child pornography is a crime.
5. Minors, whether or not accompanied by a responsible caregiver, shall not use computers for any illegal activity or to access illegal materials, child pornography, obscene materials, or materials "harmful to minors" as defined by Sec. 948.11 of the Wisconsin Statutes.
6. Adults shall not expose minors to materials defined as "harmful to minors" by Sec. 948.11 of the Wisconsin Statutes.
7. Installation, downloading, and modification of software are prohibited. Users shall not make any attempt to gain access to restricted computer files or networks or to damage or modify computer equipment or software.

8. Users shall respect all copyright laws and licensing agreements.

9. Users shall respect the privacy of other users and shall refrain from attempting to view or read material being used by others.

10. Users should exercise extreme caution about revealing any personal identification information (such as name, address, telephone number, email, social security number, age, or credit card number.) Information sent via the Internet at the library is not necessarily secure, and public library computers are neither private nor secure.

**Staff Assistance:**

Staff will assist patrons with Internet use as time permits. Due to limits on staffing, the library is unable to provide extensive, personalized instruction on the use of the Internet without a scheduled appointment. Please visit <https://www.mcmillanlibrary.org/helpdesk> to sign up for assistance with more in depth technology needs.

**Compliance:**

The McMillan Memorial Library reserves the right to terminate a library user's Internet session if a library staff member observes any behavior that is in conflict with any part of this policy, inappropriate for a library setting, or in other ways disruptive to library services. Violations may result in loss of Internet and/or library privileges. Illegal usage of the Internet may also be subject to prosecution by local, state, or federal authorities.

Approved by the McMillan Memorial Library Board, June 19, 2013

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