

## **Brighton Public Library**

Policy Type: **Operational**

Policy Title: **Internet Services**

Policy Number: **OP-10**

Policy Approval Date: December 12, 2001

Policy Review Date: August 8, 2008

Policy Review Date: March 23, 2016

Policy Review March 27, 2019

Date of Next Review: March 2022

Board Chair: \_\_\_\_\_



Date: APRIL 8, 2019

---

The Brighton Public Library Board recognizes that internet access is an increasingly essential part of participation in Canadian society and culture, and provides public access to the internet to fulfill its commitment to equitable access to information. The Brighton Public Library (BPL) provides internet access to library patrons in support of the Strategic Plan 2016-2020: Your Library! Your Imagination! Service responses: Connect to the Online World, Visit a Comfortable Place: Physical and Virtual Spaces and Stimulate Imagination: Reading, Viewing and Listening for Pleasure.

### **Section 1: Library Responsibilities**

1. BPL will proactively promote user education, media awareness and internet safety.
2. BPL is not responsible for the accuracy of the information available on the internet and encourages library patrons to use their judgement when assessing the accuracy or authority of information found on the internet.
3. BPL recognizes that the diverse group of patrons it serves has a range of sensibilities and viewpoints. Within existing space limitations and constraints, BPL will endeavor to minimize the chance of accidental exposure, to content that is being accessed by another patron. When necessary, BPL will advise patrons that they are accessing the internet in a public location and that they are required to be respectful of the rights and sensibilities of others.
4. BPL recognizes that children are entitled to access all information sources at the library, including the internet. BPL supports the right and responsibility of parents or legal guardians to determine, monitor and guide their children's use of library materials and resources. BPL does not act in place of or in the absence of a parent or legal guardian.

## **Section 2: Internet Filtering**

BPL does not limit access to internet content in support of Service Response Connect to the Online World from Strategic Plan 2016-2020: Your Library! Your Imagination!, where the BPL Board committed to “enable staff to provide access to technology including internet to all patrons with minimal restrictions and no fees”.

## **Section 3: Patron Responsibilities**

1. Patrons are responsible for determining the reliability, currency and accuracy of sites accessed and information found using the internet.
2. Patrons are required to respect the rights of others when accessing the internet in library space. Users must be aware that computers and other devices are being used in public spaces. Some content is age inappropriate for children. Some content may be offensive, objectionable and/or intimidating to other patrons or BPL staff.
3. Patrons are responsible for respecting the privacy of other library patrons.
4. Patrons are responsible for determining the legality of any sites they access. Patrons are subject to Federal, Provincial and Municipal legislation regulating internet use and must not use the internet for illegal purposes including copyright violation, obscenity, child pornography and incitement of hate. The use of BPL’s internet services for these and any other illegal purposes is prohibited.
5. The internet is not a secure medium and 3rd parties may be able to obtain information about their activities or themselves. Patrons are responsible for any fees, losses or damages that occur as a result of any online transactions they conduct on the internet. BPL takes no responsibility for the security and privacy of online transactions.
6. The use of peer to peer software is prohibited due to security issues and network degradation.
7. Patron files shall not be saved to BPL’s computers or devices. Files that are saved on the computer will be removed. Users may store files on personal removable storage devices.
8. Patrons are expected to treat library computer equipment with respect. Patrons are not permitted to alter, tamper with or damage BPL’s computer equipment or software configuration.

## **Section 4: Staff Responsibilities**

1. Staff do not monitor or censor internet content.
2. Library staff is entrusted with ensuring that OP-10 Internet Services Policy is adhered to. Staff will advise patrons of appropriate conduct as required and state rules and consequences of behavior to patrons. Library staff is authorized to use best judgment in ensuring that patrons adhere to the Internet and Computer Use policy.

3. Staff has an obligation to provide internet use to patrons with minimal restrictions. Each patron is eligible for a minimum of one hour of computer use before being asked to log off. When there are patrons waiting for computer access, individuals will be asked to finish up their tasks and log off within 5 minutes of staff requesting, in the order of who has been on the computer the longest.

#### **Section 5: Consequences of Misuse of BPL Internet Service**

1. BPL will take action in a situation where illegal activity occurs, and will contact the police.
2. Any person violating BPL OP-10 Internet Services policy risks suspension of library privileges, exclusion from the library for a period of time and/or prosecution.

#### **Section 6: Wireless Internet Access**

1. Free wireless internet is available throughout the library for access by patrons with mobile devices. Patrons accessing wireless internet service are bound by the terms of use in OP-10 Internet Services policy.
2. BPL's wireless network is not secure; BPL cannot guarantee the safety of traffic across its wireless network. The library does not assume any responsibility for the configuration, security or files on personal laptops resulting from connection to the library's network

#### **Related Documents:**

Brighton Public Library. **OP 03 - Confidentiality and the Protection of Privacy Policy**