Kenora Public Library Board	**POLICY**

SECTION: Operating	**NO: OP-09**
TITLE: Internet Services	**DATE: March 27, 2024**
	Next Review Date: March 2028

The Kenora Public Library Board endorses the use of the Internet as a source of information to complement traditional library collections and as a communication tool, connecting individuals and communities. At the same time, the Internet functions in an unregulated environment, and therefore provides access to a wide variety of resources over which the Kenora Public Library has no control. This policy establishes the provision of public network services to access the Internet, acceptable use of these services by users, staff responsibilities and consequences of inappropriate behavior or illegal activity by users.

Access to the Public Network

The library provides members of the public with Internet access through the library's networked desktop computers as well as through the library's wireless network which can be used with personal mobile devices.

Wired and/or wireless access to the Internet via public computers or users' personal devices is <u>free</u> of charge.

Users are expected to provide their library card as part of the sign in process. Visitors may be provided with a library guest pass to access Internet services.

The library will provide a computer with additional accessibility features including raised keyboards, large monitors, and adjustable heights for equipment.

To ensure equitable access to the public network and efficient use of resources, the Library reserves the right to set time limits or ask users to limit their time on the library's public computers.

Internet Filtering

The library <u>does not</u> use filtering software. It is the position of the Board that filtering technology is not effective in making the internet safer for children nor in preventing criminal activity. This access to, and use of, the public computer network is compatible with the Kenora Public Library position on *Intellectual Freedom* (FOU-02).

Use by Children

Children may access all information and use all facilities provided by the library. Children's access to the Internet is compatible with the policy on *Children Service's* (OP-07) and the Kenora Public Library position on *Intellectual Freedom* (FOU-02).

Parents and guardians are reminded that the restriction of a child's use of a library computer, including Internet and wireless access, is their responsibility. The library board accepts no responsibility for enforcing restrictions which a parent or guardian places on a child's use of the Internet resources.

Acceptable Use of Technology in the Library

Users must be aware that computers and other devices, regardless of whether on the library's Internet service or not, are being used in public areas which is shared by people of all ages, backgrounds, and sensibilities. Some content is age-inappropriate for children. Some content may be offensive, objectionable and/or intimidating to other library patrons and/or staff. The staff reserve the right to redirect users whose activities on the public computers or their personal devices diminish the enjoyment of the library space by others.

Users should respect the privacy of another library patron. However, library staff cannot guarantee privacy at the library workstations or when using personal mobile devices.

Users must respect the laws of Canada when using the public network. Use of the public network for illegal, actionable, or criminal purposes is prohibited. Examples of such illegal activities include, but are not limited to, harassment or stalking, libel, illegal commerce or solicitation, "hacking" or tampering with other computer systems, viewing, downloading and/or printing child pornography. Illegal use will be reported to the police.

Users of the public network may not violate or circumvent copyright and other intellectual property rights and liability for infringement rests with the user. The library board shall follow fair use copyright principles and shall advise users of their legal responsibilities.

Users should use caution before providing personal information over the Internet. As the Internet is not a secure medium, third parties may be able to obtain information about users' activities. The library assumes no responsibility for Internet content or damages, directly or indirectly, arising from its website or from its connections through to other Internet services.

Users may not modify, or otherwise willfully damage, the library's computer equipment, software or network.

The library will post an "Acceptable Use Agreement" as a landing page for reviewing before using the library's Internet. Consequently, anyone not adhering to the 'Acceptable Use Agreement' will have their library privileges suspended and will be legally and financially responsible for damages.

Library Responsibilities

The library proactively helps and promotes public access to quality information for all users.

Library staff are available to assist with:
- finding and evaluating the quality of an Internet site.
- accessing the public workstations and personal devices
- accessing the library's subscription e-resources and e-books

The library respects the right of users to privacy and confidentiality with regards to information sought or received and resources consulted, acquired, or transmitted.

The library does not assume any responsibility for the configuration, security or files on personal devices resulting from connection to the library's network. The board assumes no responsibility for the security and privacy of on-line transactions, as the Internet is not a secure medium and third parties may be able to obtain information about the user's activities. The library is not responsible for any damage sustained while using a personal device.

Related Documents:
> Kenora Public Library Foundational Document. ***FOU-02 Intellectual Freedom***
> Kenora Public Library Policy. ***OP-03 Privacy, Access to information and electronic messages under CASL***
> Kenora Public Library Policy. ***OP-07 – Children's Services***
> Kenora Public Library Policy. ***OP – Accessibility in the Library*** *Review and number when updated*

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Acceptable Use Agreement

Library users who do not follow the Kenora Public Library Internet Services, and Patron Code of Conduct policies may be barred from the Library.

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The rules for using the public internet are:
- Users cannot use the public internet for illegal or actionable purposes or to seek access to unauthorized areas. Illegal use will be reported to the police.
- Users must follow copyright and intellectual property laws. We will promote and advise fair use copyright principles.
- Users may not access material that takes away from others enjoyment of the Library.

Staff will enforce these rules as they are able.

History			
Approval Date:	March 27, 2024	**Approved by:**	Marj Poirier
Amendment Date:		**Approved by:**	
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