

Oxford Public Library Internet and Email Access Policy

The internet workstation of the Oxford Public Library is available to library users with an Oxford Public Library card and whose library use is in good standing with no outstanding fines, over dues or misuse of other library privileges. One time use of the internet workstation by a visitor to the library does not require a library card, but does require a signed agreement to this **Internet and Email Access Policy**.

The only Internet use authorized by the Library is legal use and each user is required to agree to and abide by the conditions of this policy. Illegal or criminal use of the Internet or failure to abide by the conditions of this policy will result in the user's loss of privileges. Illegal use of the Internet, especially in regard to viewing child pornography or images that may be harmful to minors, making threats of violence or other criminal acts, are prosecutable under applicable state and federal laws. The Internet workstation is monitored by the Librarian or staff for assistance and security.

The Library's Internet access is intended primarily as an information resource. Access to e-mail services or newsgroup/chat rooms by library users is at their own discretion. The Library does not provide email services nor sponsor newsgroups/chat rooms. **Parents agree that the monitoring and supervision of their children's use of the Internet is their responsibility. While using a library computer for Internet access, a parent or guardian must be present to monitor and supervise their children who are age 17 or younger.** In addition, the Library acknowledges that a parent or legal guardian may restrict his/her minor who is under the Kansas age of majority, which is 18 years of age, from use of Internet resources available at the Library using the **Internet Access Restriction Form**.

Use of the Internet is on a first-come, first served basis. Each user may use the Internet or Email for one hour of time each day. A maximum of two people at a time may view the Internet workstation during its use. A minimal level of computer competence is required for users of the Internet workstation. The Librarian or staff can offer suffusions and answer questions, but cannot provide individual training. **The Librarian or staff always maintains the discretion and right to interrupt or end Internet use by a library user.**

Users may NOT bring their own disks and use them in the computer unless they are still unopened and sealed by the manufacturer. For those users who want to save their files, disks are available from the Librarian or staff for \$1.00 each. There is a \$.15 per page charge for printing pages. Users may not run their personal software or programs or software or programs downloaded from the Internet using the Library's computer. Files are not to be left on the hard drive. Any files left on the Library computer hard drive will be deleted. Users are personally responsible for any commercial transactions they mace via the Internet.

Prior to Internet or Email use, your signature and, if you are a parent or guardian, the name(s) of your child(ren) are required on the back of this policy.