

RACINE PUBLIC LIBRARY

Rules and Regulations Governing Use of the Internet Workstations

August 2010

Internet Access

The Internet workstations in the Youth Services Department are intended primarily for children thirteen and under. The Library reserves the right to ask adults and high school students to use the workstations in the Adult Department. Children under the age of eight may use these workstations only when directly supervised by a parent or guardian.

The Internet workstations in the Adult Services Department are for users who are fourteen years of age and older, except for the Express Stations. Express Stations for quick Internet access, limited to thirty minutes, are available for all ages.

Adults with small children are encouraged to use the Internet workstations in the Youth Services Department. If an adult accompanied by a child chooses to use the workstations in the Adult Services Department, that adult assumes full responsibility for any images or text to which the child might be exposed. Whether in the Adult Services Department or Youth Services Department, children under the age of eight must be under the direct supervision of a guardian at all times, as required in the library's *Safe Child Policy*.

In an attempt to provide a level of protection for children from obscene and harmful communication material, the Racine Public Library Board of Trustees has approved installing appropriate "filters" or "blocks" on the Internet workstations for the public in the Youth Services Department. However, the Racine Public Library Board of Trustees recognizes that no filtering software is perfect; it does allow some inappropriate content to pass through and can block appropriate sites from view. If a website at a filtered workstation is brought to the Library's attention, staff will review the site.

Websites categorized as pornography are being filtered at all Internet workstations. Again, no filtering software is perfect. Some content in this category may pass and filtering can block appropriate sites from view. Websites may be brought to the Library's attention; however, staff will not review sites if viewing the content would violate the City's Anti-Harassment Policy.

The Racine Public Library Board of Trustees is concerned that patrons should not be inadvertently exposed to materials and images that they may find personally unsuitable. To reduce the possibility of this occurring, the Library provides privacy screens for the Internet workstations. While these screens provide reasonable privacy for text, such as credit card numbers, users should be aware that these screens do not completely block images from all angles. Additionally, users who do not have the privacy screens in place, and who are viewing sites which other patrons find obscene, will be required to use the privacy screen.

- **Use of External Devices on Library Computers**

External Devices can be connected to library computers with the following restrictions:

- Software cannot be installed or run from, or to support, external devices.
- Only standard Windows compatible devices (those without special drivers) can be used.

- **Time Limits**

Express Stations for quick Internet access, limited to thirty minutes, are available for all ages. The library reserves the right to filter or block these Internet workstations.

Due to the limited number of Internet workstations, users are limited to two hours per day of Internet access.

The library may need to limit use temporarily as circumstances arise.