

Computer and Internet Use Policy

The Altoona Public Library offers access to electronic information and services, including the internet, as part of its mission to meet the personal, professional, and educational information needs of its patrons. The internet, as an information resource, enables the library to provide information beyond the confines of its own collection of materials.

Parents and guardians play critical roles in helping children learn to use this tool. The library does not serve in loco parentis (in place of a parent). Library staff cannot act in the place of parents in providing constant care and supervision of children as they explore the internet. The responsibility for what minors read or view on the internet rests with parents and/or guardians. Internet guidelines will be used to make internet use at this library as safe and enjoyable as possible for patrons of all ages.

The Altoona Public Library does not filter, censor, or block websites or information found therein. However, the library expects its patrons to use the internet responsibly and to respect the rights of others. Those who fail to do so risk losing internet and/or library privileges. When using the library internet access, it is not acceptable to:

- Violate federal, state, or local laws and regulations, including those governing obscenity, pornography, and materials harmful to minors.
- Violate copyright laws or database license agreements. (Responsibility for any consequences of copyright infringement or violating license agreements lies with the user. 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.)
- Display or print graphics or text that is obscene, pornographic, or harmful to minors.
- Engage in any activity that is deliberately offensive or creates an intimidating, disruptive, or hostile environment for patrons or staff.
- Invade the privacy of individuals.
- Degrade, alter, or disrupt equipment or system performance.
- Plug in devices that require software or driver installation.
- Gain unauthorized access to resources or entities.

Library staff may impose restrictions, such as time limits or types of use, on library equipment. Also, all computer users are expected to use the electronic resources of the library in a responsible manner that includes, but is not limited to, the following:

- Each computer user must log in with the MORE (My Online Resource) library card that they were issued. Logging in using another patron's name and library card number, with or without permission of the cardholder, is not permitted.
- A cardholder who has a current library card or a visitor who does not have a MORE library card may receive an Internet pass after providing required information to staff. Failure to provide accurate information may result in revoked computer privileges.
- Patrons must surrender their use of a library computer when requested by staff.

The library makes reasonable attempts to protect patrons' rights to privacy and confidentiality. However, in general, electronic communication is not absolutely secure and networks are sometimes susceptible to outside access. In addition, there exists a possibility of inadvertent viewing of computer activity by nearby computer users. Absolute privacy in using the Internet in the library cannot be guaranteed. Internally, network administrators may monitor a person's Internet use as a part of normal system maintenance.

The library assumes no liability for any loss or damage to users' data or devices, nor for any personal damage or injury whatsoever incurred because of using the library's electronic resources. This includes, but is not limited to, damage or injury sustained from invasions of the user's privacy.

Violation of library policy or regulations that govern the use of computer and Internet resources may result in suspension or loss of the privilege to use these resources. Any illegal activity involving library resources will be subject to prosecution by the appropriate authorities.

Computer and Internet Use Policy approved by the Altoona Public Library Board of Trustees on April 19th, 2023.

Signature of Library Board President:

Signature on file

Date Signed: April 19th, 2023