

## Branch Libraries Internet Use Policy

The Santa Maria Public Library and its branches offer public access to the Internet in keeping with its goal to enrich the informational, recreational and educational resources of its community, subject to defined guidelines and/or limitations. The library has no control over the information on the Internet and cannot be held responsible for its content. As is the case with other materials in the Library's collection, any restriction of a child's access to the Internet is the responsibility of the parent(s) or legal guardian(s).

The Santa Maria Public Library is committed to providing its employees and customers with an environment free from all forms of harassment, including sexual harassment, and to prohibiting the display of obscene material, child pornography and material that is harmful to minors. The library will make every possible effort within constitutional limitations, to prevent minors from viewing material that could be deemed harmful.

1. The Internet workstation is available on a first-come, first-served basis for up to 30 minutes at a time when someone is waiting. If no one is waiting, you may re-enter the waiting line for another session.
2. Printing is available at a charge of 10 cents per page (b&w) and is paid at the Desk at the time prints are made. All printing stops one-half hour before closing.
3. Only one person may use the Internet terminals at a time. However, parents are encouraged to explore the Internet with their children.
4. At the end of each session, users are expected to exit the Internet and return the workstation to the menu screen.
5. Users who engage in any unauthorized, illegal or unethical use will be asked to leave by the Library staff. Duration of privilege loss will be determined by Branches management and Library Administration.
6. Station problems: If the computer or the printer freezes or otherwise malfunctions, please tell the staff immediately.
7. Branch staff can assist in starting and exiting programs, but cannot mentor, instruct or coach users beyond this level. Manuals for some software programs are available and there are on-line help screens for most programs.
8. The library assumes NO responsibility for damage to storage devices, for data copied on to them, or for the quality of prints.

Passed and adopted by the Library Board of Trustees on October 14, 2008.