

# Computer & Internet Use Policy

## Policy Statement

The Wareham Free Library is a comfortable and welcoming place that provides residents and visitors public computer access, as well as wireless (Wi-Fi) access that allows users to connect to the online world. The following policy addresses use of the public computers, responsible Internet usage, and Wi-Fi use in the building and on the grounds. By using public computers or the Library's Wi-Fi, users agree to the following terms and conditions.

## Conditions and Terms of use in the Library:

### Library Computers & Internet Access:

- Use of Library computers, Internet, and Wi-Fi is free of charge. The Wi-Fi is not password protected and users should act accordingly.
- All users must accept the Library's Computer and Internet Use Policy at login, including users under 18 years old. Children aged 11 or under must be accompanied by an adult or a responsible caregiver.
- A valid SAILS library card is required to sign in for a session. Users without a library card may request a guest pass. Sessions are timed and may be extended within reason upon request at a staff desk.
- Illegal activities or any other activities that may disrupt service or interfere with equipment are prohibited.
- Library staff will be happy to provide routine assistance with logging onto public computers and finding resources; however, due to Library scheduling, extensive staff assistance may not always be available.
- All computer users must be aware that computers in public areas are shared by people of all ages and sensibilities and sites accessed must be limited to those appropriate for viewing in a public space. Users must respect the privacy of library patrons around them. The Library reserves the right to ask users to refrain from displaying computer images that are deemed inappropriate for public viewing.
- Library Wi-Fi may be accessed throughout the building and on the grounds within range. Wi-Fi users must also adhere to the rules for appropriate viewing.
- Users, or their parents or legal guardians in the case of minors, are responsible for any damage to hardware or software and will be held liable for repairs and/or replacement costs.
- All sessions on Library computers end 15 minutes before the library closes.
- Printing – A per page fee is required for all printing done from library computers.
- No software may be installed onto Library computers and no settings on Library installed software may be changed.

- Users may not alter or attach equipment to the Library's computers. Please leave all equipment turned on. If a problem develops, notify a staff member. Do not attempt to make any adjustments yourself.

### **Supervising Children's Use:**

Internet access in all areas of the Library is unfiltered and therefore allows access to ideas, information and images beyond the scope of the Library's collection. The public library, unlike schools, does not serve *in loco parentis*. Library staff cannot provide constant supervision of children as they explore the Internet. Ultimately it is the responsibility of parents and responsible caregivers to guide the Internet activities of their children. For this reason, all children 11 years and under must be accompanied by an adult or a responsible caregiver.

### **Responsibility:**

*All patrons using the Internet must do so in a responsible manner.* The Wareham Free Library cannot be held responsible for any information found on the Internet. The Library Staff, Board of Trustees, and/or the Town of Wareham are not liable for any negative consequences that may occur as a result of patron usage of the Library's Internet connection. Not all sources on the Internet provide accurate, complete or current information. We encourage all users to be good information consumers, questioning the validity of any information found on the Internet.

Patrons using the Internet are expected to comply with the Library's *Patron Behavior Policy*, which prohibits disruptive or illegal behavior. In accordance with federal and state laws and regulations, patrons are not permitted to use computers or Library Wi-Fi for illegal, unauthorized or unethical purposes, including accessing legally obscene material, harassment or stalking.

The Internet is a public communications network. Computer and Wi-Fi users need to educate themselves about the risks and take steps to secure their personal information, such as virus and hacking protection.

The Library will not be responsible for any information (e.g. credit card) that is compromised, or for any damage caused on personal devices to hardware or software due to electrical surges or security issues, or consequences caused by viruses or hacking. Wi-Fi users should have updated security protection on their personal devices. Library staff cannot accept the liability of handling patrons' equipment, and are therefore limited in their ability to provide technical assistance to patrons using personal laptops or other devices.

The Library may suspend or terminate any patron's computer and/or Wi-Fi use privileges if they violate the Library's rules or policies, or if in the judgment of library staff, the user fails to utilize the computer in a responsible manner.

**Approved by the WFL Board of Trustees Dec 9, 2025**