



COMPUTER AND INTERNET USE POLICY

Newton Free Library provides computer and internet access to all for educational and recreational pursuits, regardless of where you live or your library card status.

What you should know:

- Public computers are available on a first-come, first-serve basis.
- Public computer areas serve users 10 and older. Children have priority for computers in the Children's Room. An adult must accompany children five and under on the computers.
- The Library does not block or filter internet sites. Parents and caregivers are responsible for what their children select, access or distribute.
- The Library reserves the right to end an internet session at any time if it creates a disturbance or restricts equitable use.
- Users are responsible for damages to computer equipment. When the user is a child, the caregiver is responsible.
- The Library staff is available to provide computer assistance but not in-depth training.
- The Library assumes no liability for any damage to user data or loss of user privacy. To that end, the Library recommends:
 - saving work frequently because all data is deleted when you log out of a computer session. Saved information is deleted each night.
 - evaluating the validity of information.
 - exercising caution when working with or printing personal or sensitive data (e.g. bank accounts, financial statements, tax returns, medical forms, etc.).
- Personal devices utilizing Virtual Personal Networks, (VPNs), may prevent the usage of the Library's open WiFi network due to the unique nature of VPN security settings.

Users are prohibited from:

- accessing or distribute pornographic, obscene, threatening or harassing materials;
- unplugging Library equipment or alter wiring or software, including equipment repairs;
- plugging personal equipment into the Library's internet ports;
- accessing unauthorized local or remote computer systems;
- distributing or copy illegal, unauthorized or abusive content, including, but not limited to:
 - copyright-protected materials;
 - malicious software/viruses;
 - peer-to-peer distribution networks;
 - network performance ("bandwidth hogging").

Failure to comply with this policy may result in suspension of library privileges as outlined in the Expectations for Behavior Policy.

Approved by the Board of Library Trustees on November 16, 2011;
Amended February 12, 2020; Amended February 22, 2023.