



ACCEPTABLE USE OF THE INTERNET POLICY AND ELECTRONIC DEVICE POLICY AND CONDITIONS OF USE

Introduction

The Shire of Moorabool's Internet service is provided to reflect the Library's Vision, Mission and Objectives in particular by

- Providing materials in a variety of formats for people of all ages, and
- Optimising the use of appropriate technology.

Integrating electronic resources from outside networks with Moorabool Shire's many other resources is a logical extension of the Library's ability to carry out its mission and the public library concept of access to information.

The Internet is an unregulated medium. Library staff cannot control access points, which often change rapidly and unpredictably. Accuracy, completeness, timeliness of information found on the Internet varies widely. The Internet does contain material of a controversial nature. Users must use critical judgment in assessing information found on the Internet and to determine what information is appropriate to their needs.

Provision of access to the Internet does not mean or imply that the Shire of Moorabool endorses or sanctions the content or point of view of any of the information found on the Internet.

Intellectual Freedom

Moorabool Shire encourages intellectual freedom and supports library users' rights to free and open access to ideas and information that is accessible via the internet.

Moorabool Shire also values children and takes our role in children's education and literacy development seriously. However parents are expected to take an active role in helping their children make the proper choices about using the internet and other online services, based on family rules and guidelines. As with all materials in the library, any restriction of a child's access to the Internet is the sole responsibility of the parent, guardian, or caregiver. All registrations for children will include access to the Internet, if a parent or guardian does not want their child to have access to the Internet they can request that their child's account be blocked from using the pc booking system.

Safe use of the Internet

It is illegal for a person under the age of 18 to access pornography or sexually explicit material on the internet, or to take part in gambling on the internet. Any person under the age of 18 caught accessing internet pornography or gambling sites will be asked to immediately end their internet session and can be refused internet privileges for up to seven days.

The Shire of Moorabool encourages safe use of the Internet and recommends the following websites for more information on Internet Safety:

<http://www.cybersmart.gov.au/>

<http://www.netsmartz.org/index.aspx>

Guidelines for Acceptable Use of the Internet in Moorabool Shire Libraries

The Moorabool Shire has developed acceptable use guidelines for the Internet service which must be adhered to by library users wishing to use the internet service.

Internet use in the Shire of Moorabool is governed by the requirements outlined in the following legislation:

- The Broadcasting Services Amendment (Online Services) Act 1999.
- The Information Privacy Act 2000

Membership

- Regular users of the public internet service are to be a registered member of the Central Highlands Regional Library Corporation.
- To secure a temporary guest id users must present identification to library staff.

Children Under 18

- Parents or caregivers are responsible for providing permission for use of the Internet by their child and for the use of Internet resources.

Usage

- Accessing pornography in a public place is not preferred in our libraries. If found using these sites patrons will be asked to end their session by our staff.
- Patrons may be asked to move onto a different site by staff if other members of the public have made a specific complaint about the material that they are viewing.
- Library users are responsible for complying with copyright regulations and licensing of programs and data.
- Patrons should not develop or use programs that have the sole purpose of infiltrating, damaging or altering the software components of a local or remote computer or computing system.
- Library users are permitted to use their own memory devices.
- Library users must be self sufficient when using the PCs/Internet. Library staff are unable to give training in internet and word processing use.
- Only paper supplied by the library may be used for printing. Paper is available for sale at the Library.
- Patrons who do not observe the acceptable use conditions as stated above will be asked to end the computer session. Serious breaches may result in banning from all Shire of Moorabool libraries or result in police action.

Bookings

- To guarantee use of a computer, library users should make a booking in and abide by the time limit of the booking. A standard session length is 1 hour.
- Bookings will be cancelled if not taken within five minutes of the booking start time. If cancelling a booking, please let the Library know as soon as possible.

Electronic Device Policy and Conditions of Use

BACKGROUND

In response to key initiatives in the Library Services Strategic Plan which state:

Provide opportunities for library members to access e-books and e-readers

And:

Consistently review and investigate technological innovations

The following policy and conditions of use have been developed.

OBJECTIVE

The purpose of this policy is to:

- Provide policy and guidance to allow consistency and control over the use of devices within the library
- Maximise accessibility of devices to all library members
- Negate risk through increasing the probability of maintaining all devices within the library in sound condition and with relevant and essential information

DEFINITIONS

Electronic device: includes handheld, portable and semi-portable devices such as Ipads, Controllers for Xbox, PlayStation and Wii, and Laptop computers.

Risk: the possibility of theft or of something happening that impacts on safety and service delivery, measured in terms of likelihood and consequence.

SCOPE

This policy applies to all members accessing devices for individual use within the library.

POLICY

Laptops, Ipads and Games Controllers will be available for loan within the library for a period of up to three hours to Central Highlands Library members only.

Guarantors are responsible for supervising any child wishing to use any device and therefore any information/content that the child may access/view whilst using the device.