

## ***Mission Statement***

*The mission of the Marion County Library is to insure that all residents of Marion County have access to the library resources that meet their educational, informational, cultural and recreational needs. The Marion County Library impacts positively the quality of life in the community through continually improved library services and outreach.*

*Revised statement: Approved Marion County Library Board of Trustees, March 28, 2000.*

To fulfill its stated mission, the Marion County Library provides access to an extensive range of informational, educational and recreational resources, including those available through the Internet. The Library has established this policy to ensure responsible and appropriate use of the Internet within the Library's facilities.

### **Rights and Responsibilities of Users:**

The Internet, as an information resource, enables the library to provide information beyond the confines of its own collection. It enables access to a wealth of valuable and reliable information from a variety of sources. However, it also provides access to information that may be inaccurate, controversial, illegal, personally offensive to some viewers, or inappropriate for children. Individual users must accept personal responsibility for determining the suitability and appropriateness of information obtained through the Internet.

While Marion County Library upholds users' rights to privacy and confidentiality in their use of all library resources, the nature of electronic resources makes it impossible to guarantee these rights. Since some Internet sites may be inappropriate for viewing in a public setting, users should exercise discretion in consideration of the rights of others.

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

The Internet provides access to valuable educational and informational resources for children and youth, who are expected to abide by the policy. As with other library resources, Marion County Library affirms the responsibility of parents to determine the appropriateness of Internet Resources for their children. Parents are strongly encouraged to supervise their children's Internet use, as Library staff cannot assume this responsibility. For more information on children and the Internet, ask a Library staff member for a copy of *Child Safety on the Information Highway*.

Children under the age of 8 may use the Internet only with direct parental supervision. Parents must sign an acceptable use agreement and also sign a Parental Permission Agreement for each minor under the age of 18.

## **Terms and Conditions for Use:**

- Marion County Library computers are equipped with filtering software in compliance with State and Federal Laws. [SC Proviso 72.78 of the FY03 State Appropriations Act and the Children's Internet Protection Act, 47 U.S.C.§ 254 (h) and (l)]
- Internet workstation users must act in accordance with the Library's Rules of Conduct.
- The Library may establish sign-up procedures and time limits for use of the Internet workstations.
- Library staff will assist Internet users in a manner consistent with other library services. The availability of staff and needs of other Library users will necessarily affect the extent of assistance in Internet use.
- Users may print and download to removable/portable storage media according to the posted procedures.
- The Library does not provide individual e-mail accounts.
- Users may not:
  - Bypass or disable the Library's web filtering software or instruct or demonstrate to another user how to bypass the Library's web filtering software.
  - Damage or attempt to damage equipment; alter or attempt to alter software configurations.
  - Attempt to gain unauthorized access to or cause disruption to the Library's system or any other computer system.
  - Display or send obscene (as defined by S.C. Code 16-15-305) images, messages, or files.
  - Violate copyright laws or software licensing agreements.
  - Violate state, federal, or local laws or regulations.

**Failure to use the Internet stations appropriately and responsibly,  
as defined in the Acceptable Use Agreement,  
may result in revocation of Internet privileges.  
Unacceptable use that is illegal may result in criminal prosecution as well.**

## Policy Procedures governing the use of Public Access Computers.

1. Prospective users will sign an **Internet Acceptable Use Agreement**.
  - Patrons over 18 must sign an Internet Acceptable Use Agreement.
  - Patrons between the ages of 8 and 18 must have a parent sign a Permission Agreement.
  - Parents must directly supervise Internet use for their children under the age of 8.
2. Patrons sign-up for a computer, using their library card number, at the PC Reservation Computer.
  - Patrons who do not have their library card with them may obtain their card number from the circulation desk staff member.
  - Users who do not have a library card, but qualify for one, may apply at the Circulation Desk
  - Several guest cards are available from the Reference Desk for transient users who do not qualify for a library card
3. This posted notice is to be strictly adhered to and applies to all patrons:

**The display or printing of materials  
that contain obscene or vulgar language  
is a violation of the Library's Behavior Policy  
and the  
Internet Acceptable Use Agreement.**

4. Patrons accessing inappropriate sites for viewing in the library:
  - **1st warning** -- told to exit site, any documents printed from inappropriate sites are to be confiscated. Notation made on their acceptable use form (1st warning, date, staff initials)
  - **2nd warning** -- Internet access terminated regardless of time left, documents printed from inappropriate sites are to be confiscated. Notation made on their acceptable use form (2nd warning, date, staff initials).
  - **3rd warning** -- Internet access privileges suspended for no less than one month. Suspension may be permanent. Any documents printed from inappropriate sites are to be confiscated. Notation made on their acceptable use form (3rd warning, date, staff initials). **The Director of the Library is notified of patrons receiving third warning.**

**Marion County Library  
Internet Acceptable Use Agreement**

Providing access to the Internet is in keeping with the Library's mission statement to continually identify, evaluate, and respond to the informational, educational, cultural, and recreational needs of all residents of Marion County. The Internet allows users to connect to vast networks of information, resources, and ideas outside the library. Marion County Library has no control over these resources nor does the Library have complete knowledge of what is on the Internet. Information on the Internet may be reliable and current or it may be inaccurate, out-of-date, or unavailable at times. The Internet and its resources are always changing. Some material on the Internet may contain items that are illegal, inaccurate, defamatory, and potentially offensive and/or disturbing to some people.

Internet use will be managed in a manner consistent with the Library's Code of Conduct.

Users may not:

- Bypass or disable the Library's web filtering software or instruct or demonstrate to another user how to bypass the Library's web filtering software.
- Damage or attempt to damage equipment; alter or attempt to alter software configurations.
- Attempt to gain unauthorized access to or cause disruption to the Library's system or any other computer system.
- Display or send obscene (as defined by S.C. Code 16-15-305) images, messages, or files.
- Violate copyright laws or software licensing agreements.
- Violate state, federal, or local laws or regulations.

**The Library retains the right to ask for proof of identification/proof of age.  
Staff will take appropriate action as they become aware of violations.  
Violations of these rules may result in a loss of access as well as appropriate legal action.**

**Adult User Agreement:**

**As a user of Marion County Library's public access to the Internet, I understand and will abide by the Acceptable Use Agreement. I hereby agree to comply with the above stated rules.**

**Adult Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parental Permission Agreement:** As the parent or legal guardian of the minor child named below, I have read and agree to the Acceptable Use Agreement. I understand that some material on the Internet may be objectionable, but I accept the responsibility and agree to allow my child age eight to seventeen to use the Internet independently. I agree to accompany my child under eight or allow my child to use the Internet with the adult who accompanies him/her to the library.

**The undersigned parent or guardian expressly assumes all responsibility for the use of the Internet by his or her child and agrees to hold Marion County Library harmless from any and all liability that may occur from the use.**

**Parent's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Child's name** \_\_\_\_\_ **Child's Birth date** \_\_\_\_\_