Bridgton Public Library

COMPUTER AND INTERNET USE POLICY

1. **Scope**. The Bridgton Public Library (the Library), as part of its commitment to serve the community as its information center, provides access to educational, informational, and recreational materials. The Library will be responsive to the changing needs of the community and aware of evolving technologies available to fulfill its role as a service-oriented, dynamic library. The Library protects intellectual freedom and encourages lifelong learning. It is within this context that the Library offers access to public computers and the Internet. Users who release personal information, including credit card numbers, bank account information, and other identifying information do so at their own risk.

2. **Rights**. The Library reserves the right to:
      a. Establish guidelines, procedures, and time limits for the access to the Internet and/or public access computers
      b. Terminate computer privileges for any inappropriate use of the computers
      c. Refuse internet access to patrons with overdue books and/or fines

3. **Access and Services Provided by the Library**
      a. Access to the Internet and public access computer(s)
      b. CIPA compliant Internet filtering. The Library supports the right of adults to access constitutionally protected materials and will bypass filtering software on request on a case-by-case basis.
      c. Printing and faxing are available at a fee, with the costs posted in the library
      d. Web-based email
      e. Patrons assume responsibility and risk for their own personal devices on Internet connection provided by Bridgton Public Library.
      f. The posted Code of Conduct applies to public computer use.

4. **Prohibited Uses**
      a. Violation of state or federal law
      b. Harassment of other computer users or Library staff
      c. Malicious damage to Library computers or equipment
      d. Computer harassment or bullying of any kind
      e. Use of vulgar language, excessive noise, or inappropriate conversation
      f. Sexually explicit or violent graphics
      g. Bypassing security and Internet filtering without staff knowledge or consent
      h. Installation of software

5. **Internet Access for Children**. Neither the Library nor its staff are responsible for the Internet information selected and/or accessed by minors. Parents, and only parents may restrict their minors, and only their minors, from access to Internet resources available through the Library. The Library reserves the right to refuse Internet access to patrons with overdue books and/or fines.
      a. Ages 5-11 : Parent/guardian MUST sit at the computer and supervise their child.

       b. Ages 12-17 : Initially, parents must come into the library and sign a permission slip, available at the Youth Services Circulation Desk to allow unsupervised access according to the following guidelines:

          (1) Use permitted:

              (a) Access to the Internet

              (b) Printing is available for a fee. Costs are posted at the circulation desks.

              (c)Web-based email

          (2) Not permitted

              (a) Harassment of other computer users or library staff

              (b) Malicious damage to library computers or equipment

              (c) Computer harassment or bullying of any kind

              (d) Use of vulgar language, excessive noise, or inappropriate conversation

              (e) Sexually explicit or violent graphics

              (f) Bypassing security and Internet filtering without staff knowledge or consent

              (g) Installation of software

Approved by the Board of Trustees 5/19/2020