

LIBRARY INTERNET ACCESS POLICY	
Type	Operational
Category	Corporate & Community
Responsible Officer	Director Corporate & Community
First Issued / Adopted	28 July 2014
Review Period	As determined by Public Library Services
Last Reviewed	19 March 2018
Minutes Reference	Executive Management Team Meeting 19 March 2018 Senior Management Team Meeting 28 July 2014
Next Review Date	As determined by Public Library Services
Applicable Legislation	Freedom of Information Act 1991 Libraries Act 1982 The Copyright Act 1968
Related Documents	Public Libraries of South Australia (2016) – <i>Internet Access in Public Libraries Policy</i> <i>Internet procedures & guidelines for libraries</i> <i>Internet acceptable use policy for library customer</i>
Public Consultation Required	No
File Reference	9.63.1.4

1. PURPOSE

To document conditions and use of Public Library Services (South Australian Government) supplied access to free Internet (Computer based & Wi-Fi).

2. SCOPE

This policy applies to computer and Internet access (Computer based & Wi-Fi) that is supplied through Public Library Services (PLS) at both branches of the Port Pirie Regional Library Service.

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3. DEFINITIONS

Child is defined as any person under the age of 18

4. POLICY

- Identification must be shown to book a Personal Computer (PC) or sign up for Wi-Fi access.
- If a registered library member, any library fees outstanding must be under \$30 for access to be granted
- A parent or guardian must give signed permission or a child to have access to internet.
- PC's may be booked for a maximum of one hour per day.
- Bookings will be forfeited ten minutes past the booking time if the user has not arrived. A subsequent booking can be made if required. Bookings may be made up to one week in advance.
- Users are responsible for the operation of the internet during their booking, including the access, transmission, display, printing and storage of materials.
- Users are required to comply with all state and federal laws, and the Port Pirie Regional Library Services policies and procedures. Unacceptable use of the Internet and equipment includes, but is not limited to:
 - Destruction of, or damage to equipment, software, or data belonging to the Library or other clients;
 - Accessing or display of offensive or inappropriate material. This can include, but is not limited to, pornography, gambling, hate sites, gratuitous violence and sites using frequent, highlighted offensive language;
 - Intentional unauthorized copying of copyright-protected material or infringement of license agreements and other contracts;
 - The violation or attempted violation of any computer network's system security;
 - The violation of the privacy of individuals or entities that are creators, authors, users or subjects of the information resources;
 - Unauthorised monitoring of electronic communications;
 - Inappropriate use of email services, such as spamming.
- Computer users are responsible for the cost of ALL printing as per the printing charges determined by Council resolution.
- Failure to comply with these conditions will result in suspension of computer and internet privileges.
- Illegal acts involving the use of the Library's Internet resources may also be subject to prosecution by state or federal authorities.
- The Library reserves the right to terminate a session at the discretion of library staff.

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5. STATEWIDE PLS POLICY AND DOCUMENTS

As the Service is supplied by PLS the following documents are adopted by the Port Pirie Regional Library Service in supplying Internet access:

Public Libraries of South Australia (2016) -

- *Internet Access in Public Libraries Policy*
- *Internet procedures & guidelines for libraries*
- *Internet acceptable use policy for library customer*

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