



Internet Policy

Reference Number:	Section 5 No. 1
Responsible Department:	Library Services
Related Policy/Procedure:	5.4 Code of Conduct
Date of Adoption:	16 November 1999
Current Review Date:	22 October 2013
Minute Reference:	10.2.4 2013/300
Version Number:	Amendment 2
Applicable Legislation:	Local Government Act, 1999 Libraries Act, 1985
Next Review Date:	1 August 2015
Review Frequency:	Biennially

All Internet users are required to read the conditions as stated on the Internet computer prior to use.

Access By Children

Parents and guardians of children, not the library staff, are responsible for their children's use of the Internet while in the Library. No child under 10 years old may be left unsupervised by parents when using the Internet. If a child/youth aged between 10–18 years wishes to use the Internet unsupervised they will need to have a consent form signed by a parent or legal guardian ***in view of a library staff member.*** Parents should be aware that there is certain information available to users of the Internet which is inappropriate for unsupervised viewing by children between the ages of 10–18 years. Library staff will not provide supervision for any period of time that the child/children are accessing the Internet. Children must show their Library card and have a staff member verify an appropriate consent form has been signed before using the Internet at any time.

Time Limits

There is a limit of ***60 minutes per day per user.*** A booking system is available. If bookings are not filled, further time may be granted at the discretion of the library staff.

Printing

Printing facilities are available for patron use. Printing fees apply. Payment is to be made at the end of the session.

Downloading

Downloading to the hard drive is not allowed. To download, users are required to bring in their own external device (eg. USB device).

Other Conditions

Please do not change setup directories or customised functions of software. Users may not add "Bookmarks" or "Favourites", use personal software, or alter and attach equipment to the library's hardware.

From time to time the public computer facilities and Internet access may not be available due to maintenance or technological issues.

Library Policy

Due to the emerging nature of these services policies are subject to change, without notice, at the discretion of the Library Services Manager. Appropriate and responsible behaviour is expected at all times as per the Light Regional Public Library Services 'Code of Conduct' (see Policy No. 5.4).

History of Policy Amendment

1. Original Policy adopted by Council 16 November 1999, refer Council Minute 15.2.2.1, Page 99/321
2. Policy reviewed by Council on 22 August 2001, (change of Council name only amendment) refer Council Minute 13.2.1, Page 2001/278
3. Policy reviewed by Council on 22 October 2013, Council Minute 10.2.4, Page 2013/300.