

Northborough Free Library  
Policy for Public Use of the Internet

The Northborough Free Library offers Internet access as an integral public service.

In providing this access, the Library does not control, endorse, filter, or monitor the information on the Internet for either content or accuracy. The individual user is the ultimate judge of the appropriateness and value of materials and information accessed via the Internet. In the case of children, this responsibility belongs to parents/guardians. The Library recommends that parents/guardians use the Internet with children, and that they discuss Internet safety rules as posted at each computer with Internet access and as a separate document.

In consideration of the fact that the terminals are in plain sight, however, the viewing of sexually explicit materials is not allowed. Doing so will result in a loss of computer privileges. Furthermore, users abusing the Library's Internet access by unethical and illegal use of the Internet will have their privileges revoked. Unethical and illegal use of the Internet and the library computers consists of, but is not limited to:

- a. Harassment of other users, or harassment of individuals at a remote location.
- b. Destruction or damage of equipment or data.
- c. Unauthorized copying of copyright-protected materials, or violation of software license agreements.
- d. Unauthorized use of computer accounts, access codes, or network identification assigned to others.
- e. Violation of computer security

In addition, attaching personal hardware or accessories to computers that requires changing software configurations or settings, or downloading or installing software is considered unacceptable use.

Library staff can provide general guidance on use of the Internet, but does not perform extensive searches for patrons on the public terminals. Library staff typically cannot advise on problems with specific websites, e-mail accounts, or other applications, other than suggesting possible sources for answers or instruction.

The library takes the issue of patron confidentiality very seriously. All Internet records (temp files) are deleted once the browser is closed. Paper records of reservations by name are destroyed within a week; no other records of use are kept. However, the library must comply with the USA Patriot Act or any other legislation in which a search warrant or court order is lawfully obtained.

## Internet Safety Rules for Minors

Never give out personal information such as name, home address, school name, or telephone number.

Remember that people you meet online may not be who they say they are.

Never arrange to meet someone you met online face to face.

Everything you read online may not be true.

Some sites contain content that is sexual, violent, or otherwise not appropriate for viewing at the library's terminals.

Report to library staff or your parent/guardian any message or sites that are suggestive, obscene, threatening, or make you feel uncomfortable.