



Internet and Computer Use Policy

Purpose

The Orange City Public Library provides free use of computers and access to the internet as part of its mission to help individuals find, evaluate, and use information. The Internet and Computer Use Policy provides guidelines for staff and individuals regarding access to library computers, the library's public internet, and Wi-Fi services and equipment.

Policy

The Library Board of Trustees and staff support the American Library Association Library Bill of Rights including the Access to Electronic Information, Services, and Networks interpretation. This support extends to each individual's right to access information resources which serve the information needs and interests of the individual user. It is the sole responsibility of parents/guardians to supervise, restrict, and/or monitor a minor's use of the library, its materials, and technology.

Guidelines

- Computers with internet access are available for public use during library business hours.
- Computer use must be completed 15 minutes prior to the library's closing.
- Users are expected to have a basic knowledge of computers and the internet.
- The library's internet and computers provide unfiltered access.
- The Orange City Public Library reserves the right to monitor use of Internet workstations to ensure compliance with this policy.
- Individuals use library computers and internet at their own risk and acknowledge that the library is not responsible for any loss of data, damage to library equipment, personal equipment, nor any personal liability that may occur from use of its computers or internet connection.
- Computer use is limited to one person at a time, except when a parent is assisting a child, or when a user is receiving assistance by library staff.
- Parents or guardians, not library staff, are responsible for internet use by their children.
- Internet access is provided in a public area shared by users of all ages, backgrounds, and sensibilities. Users should consider this when accessing potentially controversial information and images.
- Privacy on the internet is not guaranteed.

- Use of the internet to view or access obscene materials is prohibited, whether on library devices or personal devices. [Iowa & federal laws make it illegal to download or purvey child pornography, purvey pornography to children, or to commit fraudulent acts using the Internet.]
 - All illegal activities are prohibited, including but not limited to the following:
 - software piracy
 - degrading or disrupting equipment or system performance
 - unauthorized access to resources or entities
 - invasion of privacy
 - engaging in any activity that is deliberately offensive or creates an intimidating or hostile environment
 - violation of U.S. copyright law (Title 17, U.S. Code) or other licensing agreements

Violations of this policy may result in the loss of computer privileges and/or incur financial expenses related to the misuse. Accessing illegal/obscene materials or any other illegal use of library resources will result in all library privileges being revoked indefinitely and may require the library to contact law enforcement.

Wireless Internet Access

The library provides free, unsecured, wireless internet access for public use. Security for personal wireless devices rests solely with the owner of the wireless device. Personal use of the library's public wireless access is subject to the same policies regulating other types of public internet access provided by the library.

Misuse of the wireless connection may result in library privileges being suspended or revoked. Law enforcement will be contacted for all illegal wireless activity.

Internet & Computer Use Policy | History

Date	Action Taken
October 2014	Approved
June 2016	Revised and Approved
May 2018	Revised and Approved
September 21, 2021	Revised and Approved
September 23, 2025	Revised and Approved