



## ***Electronic Resources Access Policy***

The mission of the Jefferson Davis Parish Library is to provide patrons with the most current and comprehensive information resources possible including online electronic information resources. Online electronic resources currently accessible through the library include the following:

**INTERNET:** An unregulated worldwide information and communication network connecting thousands of other computer networks.

**LOUISIANA LIBRARY CONNECTION DATABASE:** An online collection of databases to support extensive research in a variety of areas.

Electronic resources contain a wealth of valuable information. Patrons should be aware that some information might be inaccurate, outdated, or offensive. *Use of these resources carries with it a responsibility to evaluate the quality of the information accessed. As parents have the ultimate responsibility for their children, parents, not the library, are responsible for the use of these resources by their children.*

Restriction of a child's access to the internet is the responsibility of the parent or guardian; the library does not have the right or responsibility to act in loco parentis. For more information on children and the Internet, see free publications produced by the National Center for Missing and Exploited Children at <http://www.missingkids.org/>. Children's access to internet enabled computers within the library will allow for parents to restrict their access.

The library's staff will assist patrons with Internet use as time permits. Formal instruction on Internet use may be offered by the Library at designated times. Information and resources on the Internet enhance those already held in the library and often go beyond what is locally available.

The Internet Safety Policy of Jefferson Davis Parish Library includes Sonic Wall which is a technology protection measure to block or filter internet access to pictures that: (a) are obscene, (b) are child pornography, or (c) are harmful to minors.

Internet safety of minors will include monitoring the following:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communication
- Unauthorized access including "hacking" and other unlawful activities by minors online



- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to material harmful to minors

## **Prohibited Uses**

Patrons and staff may not use the workstation in the following situations:

- Illegal, unauthorized, unethical or commercial purposes
- Manipulation of internal hardware and/or software including uploading or installation of any software
- Transmission or downloading of any material in violation of state or federal laws including:
  - Sending, receiving, or displaying text or graphics that may reasonably be construed as obscene or child pornography.
  - Copying or downloading of any material in violation of copyright law. This includes downloading software and files not in public domain.
  - Engaging in any activity that is harassing, defamatory, or threatening.

## **Copyright**

U.S. copyright law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of "fair use." Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user; the library expressly disclaims any liability or responsibility resulting from such use.

The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof, such as debts incurred from for-pay services or loss of privacy.

Computer workstation use is a privilege and should be treated as such by all users of the system. The library is a public place shared by people of all ages and this fact should govern computer use. The library staff has the right to determine the appropriateness of computer workstation use when children are present and can at any time require a patron to leave the computer workstation and utilize another computer without children present.

Perpetrators of malicious damage to the library computing system will be prosecuted to the full extent of the law.



## **Limitations**

**AGE:** Because of high costs and delicate nature of complex electronic and mechanical equipment, children under the age 10-12 (based on child's maturity and at the discretion of library personnel on duty) will be required to have a parent or adult guardian present when using the computer workstation. Children under the age of 18 will require prior approval from the parent or guardian, generally obtained during the initial card registration process.

**TIME:** Because of the limited number of workstations, time limits may be imposed when demand is high. The limit during peak periods will not exceed 1/2 hour.

## **Costs**

There is no charge for use of the workstation and to access the information. However, patrons shall assume printing costs at the rate of:

- Letter/Legal sizes = 10 cents per page (per side)
- 11 ½ X 17 = 20 cents per page (per side)
- All **COLOR** copies = 25 cents per page
- Fax = 2 dollars 1<sup>st</sup> page / 50 cents each additional page; 50 cents each page received; MAX \$10
- Laminate = one dollar per page / 50 cents per card
- Lost Card = 1 dollar for replacement

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