

Internet Use Policy

The goal of the Salem Public Library is to continually improve the usefulness of the Library facility and collections by trying to fulfill the following roles in the community:

1. Popular materials library for all ages.
2. Reference library for the community.
3. Children's door to learning.
4. Independent learning center for all ages.
5. Meeting place for the community

In keeping with this goal, the Salem Public Library offers public access to the Internet. This enables library patrons access to a vast amount of information from many sources, thus improving the library's resources.

The Salem Public Library supports intellectual freedom and the free expression of ideas; however, the Internet is an unregulated source of information, and not all information found there is accurate, current, or complete. There is material that may be offensive, disturbing, or illegal. The Library cannot control or monitor the seemingly infinite mass of material on the Internet, therefore it is the responsibility of the user to question and evaluate the information found and the suitability of that information.

Parents or guardians of minor children are responsible for monitoring their own children's use of the Internet, and for assisting their children in selecting material consistent with their own values. The Library has materials to help parents and guardians learn more about child safety on the Internet.

The Library, because of staffing limitations, cannot provide the public with training or in-depth assistance in using the Internet. Library staff will assist the public in finding books or other information about the Internet.

CONDITIONS OF USE:

- Users must sign up to use the Library's Internet workstations. There will be a time limit of one hour per session. At the end of the hour session, but not before, a user may sign up for an additional consecutive hour session, unless others are waiting. Reserving a time-slot ahead of time is not permitted.
- Users of library equipment, including library staff, are prohibited from accessing materials that are obscene, or harmful to minors, or that contain child pornography. See section [18.2-372 – 18.2-391.1](#) of the Code of Virginia.
- In accordance with section [42.1-36.1](#) of the Code of Virginia, all public and employee Internet computers are required to have filters that block access to the above materials. However, the City of Salem administration has authorized any person aged 18 years or over, who agrees to abide by this policy, to have the ability to disable the filter when it blocks lawful use of the Internet.
- A minor's Internet access will be filtered at all times, unless a parent or guardian requests unfiltered access for the child on each occasion of Internet use.
- Internet workstations will be in view of other library users and staff. The Library reserves the right to ask users to delete images from the workstation screen.
- Users are prohibited from adding, changing, or deleting anything on library computers, including programs, settings, and software, downloading materials to the hard drive and rebooting or turning off equipment.
- Some material on the Internet may be protected by copyright laws. It is illegal to copy this information without permission of the owners. When in doubt, ask the copyright owners for permission to use their work.
- Users are prohibited from using the library Internet workstations for any illegal activity.

- The Library will provide web browser access only.
- Failure to use the Internet workstations responsibly may result in revocation of Internet use privileges. Users may appeal any termination of Internet use privileges to the Library Director. Cases needing subsequent review may be taken to the Salem City Manager, whose decision shall be final.
- Users may download material from the Internet to a personal storage device. Also, material may be printed for a fee.
- The Library Internet workstations do provide links to newsgroups, news servers, telnet chat, and other Internet message services, but the Library reserves the right to discontinue such links to these services at its sole discretion at any time.
- The Library does not provide e-mail accounts; however, users may access e-mail through other established accounts, providing they have the knowledge to do so. The Library cannot vouch for the privacy or integrity of e-mail accessed through its workstations, and cannot be held responsible for any lost or accessed e-mail.

Upon signing onto an Internet computer, users agree to the following statement:

I agree that I will abide by the Library's rules for Internet use. I understand that I may lose Internet access through the Library if I violate these rules. In consideration for the privilege of using the Internet and for having access to the free information contained within it, I hereby release and hold harmless the City of Salem, its officers, agents, employees, volunteers, or representatives from any liability or responsibility for any and all claims, damages, losses, costs or expenses arising either directly or indirectly from the use of the Internet, whether or not caused, in whole or in part, by alleged negligence of the City of Salem, its officers, agents, employees, volunteers, or representatives.

Users who violate this policy will be warned the first time. A second violation will result in being banned from using the Library workstations for 4 weeks. A user may be permanently banned at the Library Director's discretion for serious or repeated offenses, and law enforcement authorities may be called.

Approved by Salem City Council July 26, 1999; Amended by Salem City Council February 26, 2001; Amended by the City Manager, July 18, 2007