

POLICY ON PUBLIC USE OF THE INTERNET

To fulfill the mission of providing public access to information of all types in a wide range of formats, the public libraries of Suffolk County provide access to Internet resources via SuffolkWeb. Registered library patrons (in good standing) of the Lindenhurst Memorial Library may apply for an Internet account. Patrons must comply with the policies of the Lindenhurst Memorial Library. Any user's traffic that crosses another network may be subject to that network's acceptable use policy.

The Internet offers access to many valuable local, national and international sources of information. However, some information found on the Internet may be inaccurate, incomplete, dated, or offensive to some individuals. A good information consumer must evaluate the validity and appropriateness of information found.

Choosing and Evaluating Sources

The Internet is a series of communication linkages leading to a highly diverse array of information content. Library patrons use it at their own risk. In choosing sources to link to from its home pages, SuffolkWeb chooses sites individually evaluated for content and educational value. Beyond this, SuffolkWeb is not responsible for the content of the Internet, changes in content of the sources to which the home page links, or for the content of sources accessed through secondary links. In an effort to assist its users, SuffolkWeb has created web sites for the general population, teens and children to help guide them to sources that are accurate, complete and current and that provide them with a wealth of information on the local, national and global level. In addition, the Lindenhurst Memorial Library provides training to assist the public in using the Internet in a safe, effective and efficient manner.

Access by Minors

We firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure information that is not consistent with the educational and research goals of this project. We also believe that parents or legal guardians must assume responsibility for deciding which library resources are appropriate for their own children. Parents or legal guardians should guide their children in use of the Internet and inform them about materials they should not use. While SuffolkWeb affirms and acknowledges the rights and responsibilities of parents and guardians to monitor and determine their children's access to materials and resources including those available through the Internet, SuffolkWeb has taken certain measures designed to assist in the safe and effective use of these resources by all minors.

- a. To address the issue of access by minors to inappropriate material on the Internet, including material that is harmful to minors, SuffolkWeb:
 - i. Develops and maintains special web sites for children and teens;
 - ii. Links to Internet Safety materials on the Internet
- b. To address the issue of the safety and security of minors when using electronic mail, and other forms of direct electronic communications, as well as the unauthorized disclosure, use

and dissemination of personal identification information regarding minors, SuffolkWeb urges minors and their parents or guardians to keep in mind the following safety guidelines:

- i. Never give out identifying information such as home address, school name, or telephone number.
 - ii. Let parents or guardians decide whether personal information such as age, marital status, or financial information should be revealed.
 - iii. Never arrange a face-to-face meeting with someone via the computer without parents' or guardians' approval.
 - iv. Never respond to messages that are suggestive, obscene, threatening, or make one uncomfortable. **Tell a parent or guardian if you receive such a message.**
 - v. Have parents or guardians report an incident to the National Center for Missing and Exploited Children at 1-800-843-5678 if one becomes aware of the transmission of child pornography.
 - vi. Remember that people online may not be who they say they are.
 - vii. Remember that everything one reads may not be true.
- c. To address the issue of unauthorized access, including so-called "hacking," and other unlawful activities by minors online, minors and all other Library users are hereby advised that use of the Library's computers for hacking or any other unlawful activity is strictly prohibited.

Rules Governing Use

The purpose of this system is to provide free open access to the Internet and to attendant electronic services such as e-mail and selected information sources. The following guidelines are presented in order to facilitate open access with as few limitations as possible.

1. The person in whose name the SuffolkNetWeb account and password were issued is responsible at all times for its proper use.
2. Any use of this service for unlawful purposes is prohibited.
3. Using this service to harass or invade the privacy of other users or to interfere with their work is prohibited.
4. Deliberate attempts to degrade or disrupt system performance are prohibited.
5. The use of SuffolkNetWeb for commercial purposes is prohibited.
6. The distribution of unsolicited advertising through SuffolkNetWeb is prohibited.
7. Users may not copy commercial software and all users agree to abide by copyright law.
8. As this is a free service with limited capacity, users should be courteous of other users and observe the following boundaries:
 - a. Limit your use during peak hours (8 am - midnight) to one hour.
 - b. Delete e-mail promptly.
 - c. Keep your directory clean. Download and delete files regularly.
 - d. Log off the system before editing and printing downloaded files.
 - e. Backup personal files and e-mails.

Compliance

The SuffolkWeb system administrator reserves the right to take appropriate action to insure compliance with this policy including but not limited to the following:

1. Remove the account of any user who does not follow the acceptable use policy.
2. Remove any account that has not been used in six months.
3. Notify any user that he/she is using a disproportionate share of the disk space and that the user needs to download/delete files.
4. Delete files from any user's account if that user, once notified, has not cleaned the directory within one week.

Public Users' Security

Users should be aware that the Internet is not a secure medium and that third parties may be able to obtain information regarding users' activities. However, SuffolkWeb does not capture and store any personal information about individuals who access this Web site, except where users voluntarily choose to submit such data via e-mail, or by using an electronic form, or inquiring about and registering for our services. Personal data voluntarily provided by SuffolkWeb users and visitors will be used exclusively for providing the user with requested information and/or assistance. SuffolkWeb maintains administrative information such as dial-in records, firewall transaction records, web page usage records, and mail records for statistical purposes only. SuffolkWeb does not use cookies for collecting user information. No individual data or transactions are divulged to third parties except by court subpoena.

Policy Subject to Revision

The Library's "**Policy on Public Use of the Internet**" may be revised from time to time.

Adopted: 10-19-95

Amended and Approved: 7-11-02