



**Thunder Bay
Public Library**

**Policy No: 2.2 Public Internet Access &
Digital Device Use**

Type: General Administration

Originated: April 8, 2004
Reviewed: January 15, 2021
Amended: March 11, 2021

Related Policies:

Purpose

In order to provide public Internet access, the Thunder Bay Public Library Board has adopted a Public Internet Access and Digital Device Use Policy.

It is the intent of the Thunder Bay Public Library Board to provide public access to the Internet and other electronic resources in fulfilment of the Library's vision, purpose and values.

The Thunder Bay Public Library will contribute to the educational, recreational and economic growth of the City of Thunder Bay and will provide its citizens with the ability to use information in current and developing formats. The library also fulfils its traditional role of providing equal access throughout the community.

Policy

- a) The Thunder Bay Public Library has no control over the information accessed through the Internet, and cannot be held responsible for its content. Not all Internet sources provide accurate, complete, age appropriate or current information. It is the user's responsibility to question the validity of any information.
- b) Parents may find some of the material on the Internet objectionable. As with other library materials, parents are expected to provide guidance in its use. Any restriction of a child's access to the Internet is the responsibility of the parent / legal guardian.
- c) The Thunder Bay Public Library recognizes the concerns that parents have about potential harm to their children when they are exposed to pornographic, criminal, or hate material on the Internet.

Responsible Use

All users of electronic information resources such as the Internet are expected to use these resources in a responsible manner which includes:

- a. making only authorized copies of copyrighted or licensed software or data
- b. taking responsibility for all financial transactions they perform on the Internet e.g. on-line banking, shopping, stock trading, etc.
- c. returning all loaned digital devices on time and in good condition
- d. respecting in-Library workstation time limits

The Library assumes no responsibility for lost data or financial transactions which may occur during system down times, scheduled or unscheduled.

Violations

The Library's users are subject to federal, provincial and municipal legislation regulating Internet use, including the provisions of the *Criminal Code* regarding obscenity, child pornography, sedition and the incitement of hate. Use of the Library's Internet services or digital devices for a purpose or action that is, or the Library reasonably believes to be, contrary to the law or any of the Library's Rules of Conduct or policies is prohibited.

Violations may include the following:

- a) using the Internet to access, display, download, upload, forward or e-mail material with pornographic, criminal, or hate literature content (as defined by the Criminal Code of Canada - Section 163)
- b) subverting or attempting to subvert any security devices in either software or hardware format which the library has installed on its Internet workstations or digital devices
- c) installing or attempting to install viruses or other programs designed to damage or alter software on the workstations, digital devices, the LAN (Local Area Network) or the Internet, or seeking unauthorized access to any computer system.
- d) using email to send unsolicited commercial material, spam or mail bombing
- e) misrepresenting oneself as another user.
- f) attempting to modify workstations or digital devices in any manner or attempting to gain access to files, passwords or data belonging to others
- g) attempting to modify, vandalize or steal Library property

Violations including, but not limited to, the above may result in the following:

- a. the Library reserves the right to request that patrons discontinue use of the Internet workstations
- b. patrons in violation of the library's Internet use policies will have their Internet privileges and/or participation in digital device lending programs revoked and/or may be banned from using the Library.

- c. patrons using the library's Internet service, workstations, or digital devices for illegal purposes will be subject to prosecution.

Children's Internet Stations

The Thunder Bay Public Library recognizes that children should have equal access to all information and services of the Library, including the Internet, which offers a world of informational resources. However, the Thunder Bay Public Library does not act in place of or in the absence of a parent. Parents or guardians are responsible for monitoring their children's Internet use.