



Computer Use Policy

The Webster Groves Public Library offers public computers that may be used for electronic communication, database searching, record creation and/or internet access. Library users should use care when using the internet or using automated resources. The internet provides a means to access a wealth of local, national and international information far beyond the Library's own collection. While much of the information accessed can be valuable and enlightening, the user may also find materials that are unreliable, personally offensive or illegal.

The Library cannot police a global network, and each individual user must take responsibility for their own activities on the internet and for the activities of their minor children. Monitoring a minor's access to the Library's internet is the sole responsibility of the parent or guardian. Generally, the internet is an unregulated medium. However, certain laws and regulations do apply to the way information may be used that is found on the internet. Webster Groves Public Library requires that Library users follow all international, federal, state and local laws when using the Library's internet and automated resources.

By federal and state law, all computers at Webster Groves Public Library must be filtered. Anyone 18 or older (proof of age required) may request that the filter be turned off to enable access for bona fide research or other lawful purposes.

Webster Groves Public Library requires the following from those who wish to use public computers and the internet:

- All users must agree to the Computer Use Policy for computer access to be granted.
- You must have a valid Webster Groves Public Library card or a card from one of the other 8 libraries in the Municipal Library Consortium to use a computer.
- If you are visiting from an area which does not make you eligible for a Webster Groves Public Library card, you may get a one-day guest pass.
- No food or drinks are permitted at the public access computers.
- All computer users must use their own Library card and no other. Exceptions may include parents who let their children use their card or someone assisting a person with a disability.
- Computer time limits will be set depending on demands for limited resources.
- Computers in the Children's Room are reserved at all times for the use of children or adults accompanying children.
- Computers are available until 15 minutes before closing. Any current sessions will automatically end at that time.
- Computer users should finish and save work before their session ends. You will be automatically signed out when your time expires, and any work you have not saved may be lost.
- Headphones may be used with the computers but should be kept at a reasonable volume (i.e. not audible to others in the room).

The following are considered inappropriate use of the internet and computers and will not be tolerated by Webster Groves Public Library:

- Accessing or displaying images or materials that may be reasonably construed as obscene under federal or Missouri law;

- Engaging in any activity that constitutes gambling;
- Using the Internet for unauthorized access or any illegal activity, including but not limited to hacking and the illegal downloading of copyright protected material;
- Engaging in any activity that is harassing or defamatory;
- Engaging in any activity that disrupts the normal operations of the Library network;
- Installing or attempting to install any software on Webster Groves Public Library Computers;
- Engaging in any activity that causes a disturbance in the Library;
- Damaging computer equipment or software.

Patrons will be asked to leave if their use violates this policy. Violations of this policy may result in loss of access and/or privileges. Repeat offenders will be denied use of computers and Internet access at the Webster Groves Public Library.

Patrons use Library computers at their own discretion. The Library assumes no responsibility for any damages, direct or indirect, arising from the use of its computer equipment, network, phone lines, wireless service or Internet connection. The Library does not accept responsibility for electronic financial transactions, nor is it responsible for data that is corrupted or lost while using the computers.

Approved by the Board of Trustees, September 20, 2023