

Code	<i>OPS-021</i>	
Policy Title	Public Computer Use and Wi-Fi Policy	
Category	Operational & Facility Policies (OPS)	
Cross-Reference	OPS-017 Meeting Room Policy OPS-024 Reference and Information Services Policy	Page 79 Page 96
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Date Adopted	April 2023	
Date Reviewed	January 2026	

Policy Statement

The Robert R. Jones Public Library provides access to the Internet to support its mission of offering informational, educational, recreational, and cultural resources to the community. The Library upholds the principles of intellectual freedom and the right of individuals to access information.

The Library does not filter Internet access. However, the Library cannot control or monitor the constantly changing content of the Internet and is not responsible for the accuracy, completeness, or appropriateness of information found online.

Internet User Responsibilities

The Robert R. Jones Public Library cannot control what is available on the Internet as the content is constantly changing and unregulated. Some patrons may find certain information controversial or offensive.

Internet users should be aware that viewing certain materials in the Library may be considered inappropriate in time, place, or manner. The Library reserves the right to end an Internet session at any time.

Users are prohibited from engaging in unlawful activities or creating a disturbance. Users may also be held financially responsible for any damage or alteration to Library equipment or software resulting from misuse.

Patron Assistance and Instruction

For security purposes, all computer workstations automatically clear data after each session. Patrons are responsible for saving their work to a personal storage device before the session ends.

Computer Workstation Limitations

For security purposes changes made to a computer, including saved documents, are cleared after each usage. Documents should be saved to a personal storage device.

The Library does not provide personal email accounts or encryption on public computers. Because workstations are in public areas and Internet traffic is not secure, patrons assume all risks when transmitting personal or confidential information.

Supervision of Children

Parents or legal guardians are responsible for the supervision of their children's use of the Internet and all Library resources. The Library does not act *in loco parentis* (in place of parents). Some online material may be deemed inappropriate for children; the Library encourages parents and guardians to guide their children's Internet use in accordance with their family values.

PROCEDURE

- All public computers are available free of charge to Library patrons on a first-come, first-served basis.
- Library staff may impose a 30-minute time limit when demand exceeds availability.
- Users must comply with all posted rules of conduct while using Library computers and equipment.

Wi-Fi

- The Robert R. Jones Public Library provides free wireless Internet access for properly equipped personal devices. This is an open, unsecured network.
- The Library does not use Internet filters, and users are responsible for the content they access while connected.
- The Library cannot guarantee the safety, security, or privacy of any traffic transmitted over the wireless network and assumes no responsibility for data loss, theft, or damage to personal devices.
- Library staff may offer limited assistance in connecting to the wireless network; however, the Library disclaims all responsibility and liability for any damage to personal equipment or loss of data. The Library cannot guarantee that all devices will successfully connect to the network.