**Luther Area Public Library**

**Internet Safety Policy**

**Introduction**

 It is the policy of Luther Area Public Library to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

**Definitions**

 Key terms are as defined in the Children’s Internet Protection Act.

**Access to Inappropriate Material**

 To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

 Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

 Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

**Inappropriate Network Usage**

 To the extent practical, steps shall be taken to promote the safety and security of users of the Luther Area Public Library online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Page 1 Internet Safety Policy

**Supervision and Monitoring**

 It shall be the responsibility of all members of the Luther Area Public Library staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children’s Internet Protection Act to the best of their ability. Subject to other demands on staff time, the Library staff will make a good faith effort to monitor periodically the use of Library computers by minors (under 18 years of age).

 Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Director or designated representatives.

**Cautions**

1. Parents are cautioned to monitor children’s use of the Internet

a. Any user under the ages of 18 must have a parental/guardian (see MCL 700.5204) permission slip signed and turned into the circulations desk before using the internet.

2. Users are cautioned to guard closely the security of personal information, credit card numbers, computer accounts, passwords, and other types of authorizations when using the Internet.

3. Users are cautioned to take steps to protect their systems from computer

viruses and other destructive computer programs when downloading programs to disk for use on other computers.

4. Electronic files should not be considered confidential. When required by law, the library must disclose all files to the extent required by law.

5. Wireless access provided for laptop computers of patrons is not filtered. Patrons using their own laptop computers for wireless access are subject to and must comply with all requirements of this Policy

6. The Library is not liable for any direct or indirect and/or punitive damages (including lost data or information) sustained or incurred in connection with the use or unavailability of the system.

Page 2 Internet Safety Policy

**Violation of Acceptable Use Policy Penalties**

 Violation of any part of the acceptable use policy will be handled under these terms:

1. First violation – verbal warning with a note on your Library File

2. Second violation – Library privileges will be revoked for one month. (Parents of minors will receive a notification letter from the Library Director.)

3. Subsequent violations – Library privileges will be revoked for six months. (Parents of minors will receive a notification letter from the Library Director).

Adopted by the Luther Area Public Library board at a public meeting following normal public notice on: November 17, 2011

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CIPA definitions of terms:

**MINOR:** the term “minor” means any individual who has not attained the age of 17 years.

**TECHNOLOGY PROTECTION MEASURE.**The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. **OBSCENE**, as that term is defined in section 1460 of title 18, United

States Code;

1. **CHILD PORNOGRAPHY**, as that term is defined in section 2256

of title 18, United States Code; or

1. Harmful to minors.

**HARMFUL TO MINORS.**The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

Page 3 Internet Safety Policy

2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

**SEXUAL ACT; SEXUAL CONTACT.**The terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

Page 4 Internet Safety Policy

**Luther Area Public Library**

Internet Permission Slip

Child’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Birth Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

With this form, I, the parent/legal guardian, agree to allow my child to use the Internet at the Luther Area Public Library and abide by the Luther Area Public Library Internet Safety Policy. I, the parent/legal guardian, have advised my child on the dangers of Internet use.

Parent/Legal Guardian (Print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Legal Guardian (Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Form Approved by Board on November 17, 2011