



FREE PUBLIC LIBRARY
697 Avenue C
Bayonne, New Jersey 07002-2806
Tel: (201) 858-6970
Fax: (201) 858-6706



Maribeth Doria
Board President

Melody Scagnelli-Townley
Library Director

Bayonne Public Library Public Use of Library Computers & the Internet Policy

As a vital contributor to the quality of life of Bayonne's citizens, the Bayonne Public Library's mission is to connect people with books and information by providing a broad and diverse collection of books and other library materials, innovative programs, competent staff, timely service, appropriate technologies and an inviting facility. Public access to computers and the Internet is essential to the Library's mission. Computer and Internet access is available to all patrons of the Bayonne Public Library.

Disclaimers

The Internet offers unlimited global access to information, however, before using the Internet, Library patrons should be aware that not all sources on the Internet provide information that is accurate, complete, current, legal, or philosophically acceptable to all citizens and some Internet sites contain material that some may find to be controversial or offensive. Library patrons use the Internet at their own risk. The Bayonne Public Library has no control over the content found there. While the Library endeavors to provide access to information of the highest quality, the Library has no control over the information available on the Internet and is not responsible for the information's accuracy, timeliness, authoritativeness, or usefulness for a particular purpose. The Library is not responsible for the availability and accuracy of information found on the Internet.

The Library considers it important to assist its patrons in understanding that the information accessed through the Internet may contain material that is incorrect, inauthentic, unreliable, illegal, obscene, or sexually explicit. The Library will have no liability for direct, indirect, or consequential damages related to the use of information accessed through the Library's Internet service. By using a Library computer, Library patrons agree to hold the Bayonne Public Library (including its Board of Trustees, employees and agents), harmless and to indemnify it against any and all claims or liabilities, directly or indirectly, relating to the patron's or another person's use of the Library's computers and Internet access.

Users cannot save downloaded materials from the Internet onto Library computer hard drives, but may bring in their own flash drives or similar portable storage devices and save downloaded materials there, or users may be able to forward downloaded information to a personal email account. The Library cannot ensure that data or files downloaded by users are virus-free. The Library shall not be responsible for direct, indirect, or consequential damages to the user's equipment, data or programs from the use of data downloaded from the Library's Internet service. The Library shall not be responsible for direct, indirect, or consequential damage to users' disks or computers or for any loss of data, damage, or liability that may occur from use of the Library's computers.

The Library, having installed and enforced the use of filtering software in compliance with the Children's Internet Protection Act, shall have no liability for damages related to the operation of, or failure of, the filtering software, or for its circumvention by users.

As with all Library resources, the Library affirms the right and responsibility of parents/guardians, NOT Library staff, to determine and monitor their minor children's use of the Internet including information, materials, websites and other online content selected and/or accessed by their children.

Parents who believe that their children cannot responsibly use the Library's Internet access are requested to monitor their children's Internet use. The Library strongly encourages parents or legal guardians to provide their minor children with guidance about acceptable use.

Users should be aware that inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution.

CIPA Compliance

In order to remain eligible for certain federal funding, the Library has implemented software filtering on all of its Internet-accessible computer terminals used by minors under the age of 17, as required by the Children's Internet Protection Act (or CIPA). The only computers with CIPA filtering software are those in the Children's Room (for users under age 12) and in the Art & Music Room (for users 12-16 and all "adult" users aged 17 and older). The software installed on these Internet-accessible computers at the Library protects against access to visual depictions of obscenity, child pornography, and, in the case of persons under the age of 17 years, materials that are harmful to minors (collectively, "inaccessible materials"). As used in this policy, "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (i) taken as a whole and with respect to minors, appeals to prurient interest in nudity, sex, or excretion; (ii) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors. *Communications Act of 1934*, 47 U.S.C.A. §254(h)(7)(G).

Users should be aware that all currently available filtering software results in a degree of both “underblocking” (*i.e.*, permitting access to certain material that falls within inaccessible materials) and “overblocking” (*i.e.*, denying access to certain constitutionally protected material that does not fall within inaccessible materials). The Library cannot guarantee that the filtering software will block all obscenity, child pornography, or materials that are harmful to minors. Nor can the Library guarantee that the filtering software will not restrict access to sites that may have legitimate research or other value. If users do not find what they need, please do not hesitate to ask a librarian for help.

Technology “protection measures” – The Library, either by itself or in combination with its Internet access provider, will install filtering software or other technologies on all Library computers with Internet access located in the Children’s Room and in the Arts & Music Room, and limit access or give priority to minor users, but the Reference Room computers do not contain filtering software. The Library will enforce the operation of the filtering software during any use of those computers, to prevent minors from accessing visual depictions that are 1) obscene, 2) child pornography, or 3) harmful to minors. Technology protection measures may be disabled by authorized Library staff members, as necessary, for bona fide research or other lawful purposes only as requested by users and staff aged 17 or older.

Computers in the Reference Department are designated for individuals 17 and older because those computers do not have the CIPA filtering software. Computers are also available in the Art & Music Room have the CIPA filtering software, so priority will be given to teens aged 12 – 16 to use them, although the Art & Music Room computers are available to all users. Computers in the Children’s Department are subject to limited access, as stated below in this policy.

Wi-Fi Internet Access

The Library provides free public access to the Internet to enable Library patrons to use their own Internet enabled devices to access the Internet while at the Library. Users of the Library’s Wi-Fi network are subject to all provisions of this policy. Users will agree to abide by the Library’s policy upon signing into our network.

Rules Governing Use

Adult Computers

Computers in the Reference Department are designated for individuals 17 and older because those computers do not have the CIPA filtering software. Although the Art & Music Room computers are available to all users, these computers have the CIPA filtering software, so priority for use will be given to teens aged 12 – 16. Computers in the Children’s Department are subject to limited access, as stated below in this policy.

Adult patrons (17 and older) with a Bayonne Library card may log into any Reference Department or Art & Music Room computer which says "Available" on the screen.

Adult patrons (17 and older) without an accepted library card may register for a Guest Pass to use the computer at the Reference Desk in order to use these computers. Adult patrons must present a current form of identification, preferably a photo identification, in order to receive a Guest Pass.

Patrons will receive a two-hour session with their valid library card or Guest Pass and can receive up to two sessions per day at the discretion of the Librarian on duty based on demand and availability.

Patrons will be assigned a computer randomly and cannot request a specific computer (with the exceptions stated above for minors).

Patrons may not give their session to another person or receive a session from someone else.

Patrons may not use another individual's library card under any circumstance.

Library computers will turn off automatically 15 minutes before the Library closes.

Patrons should sign out of any email, social networking, or other online accounts before ending their session.

Patrons must perform their own searches. Staff can provide limited instruction, time permitting. Please see our calendar for computer classes.

If you are having a problem with your computer, please ask for assistance at the Reference Desk. Do not try to troubleshoot the problem yourself.

Patrons wishing to save their work should bring their own flash drive. A limited number of drives may be available for sale at the Reference Desk.

Patrons must use the "End Session" button, located at the bottom right of the screen, to end their session. Patrons shall not turn off computers by using the start button or by manually pressing the restart button on the computer hard drive.

Patrons may print from computers. Black and white copies are \$0.25 each, color copies are \$0.50 each.

Children's Computers

Computers in the Children's Room are restricted to children aged 12 and under, and their caregivers at all times. These restrictions apply even if the computers are unoccupied.

Children with a Bayonne Library card may log into any computer which says "Available" on the screen.

Children without an accepted library card may register for a Guest Pass to use the computer at the Children's Room Desk only.

Patrons must perform their own searches, however staff are available for limited instruction, time permitting.

If you are having a problem with your computer, please ask for assistance at the Children's Room Desk. Do not try to troubleshoot the problem yourself.

Patrons wishing to save their work should bring their own flash drive. A limited number of drives may be available for sale at the Children's Room Circulation Desk.

Patrons may print from computers. Black and white copies are \$0.15 each, color copies are \$0.25 each.

Library computers will turn off automatically 15 minutes before the Library closes.

Unacceptable Uses of Computers & Wireless Network

Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

1. Uses that violate the law or encourage others to violate the law. Transmitting of offensive or harassing messages; offering for sale or use any substance the possession or use or sale of which is prohibited by law; viewing, transmitting or downloading pornographic materials or materials that encourage others to violate the law; downloading or transmitting confidential, trade secret information, or copyrighted materials. Even if materials on the Internet are not marked with the copyright symbol, users should assume that all materials are copyright protected unless there is explicit permission on the materials to use them. This includes illegally downloading or burning/copying music or other media to personal storage units.
2. Uses that cause harm to others or damage to their or the Library's property. Engaging in defamation (harming another's reputation by lies); uploading a worm, virus, "Trojan horse," "time bomb" or other harmful form of program or vandalism; participating in "hacking" activities or any form of unauthorized access to Library or other computers, networks, or information systems.
3. Uses that jeopardize the security of access of the computer network or other networks on the Internet. Disclosing or sharing the user's password with others; impersonating another user; using, installing, or attempting to install any software programs on the Library's computers; altering the Library's computer settings; damaging or modifying

computer equipment or software; downloading or uploading software or programs of any kind; attempting to circumvent computer timing software.

4. Uses that compromise the safety and security of minors when using e-mail, chat rooms and other forms of direct electronic communications. For minors under age 18: Giving others private information about one's self or others, including credit card numbers and social security numbers; arranging a face-to-face meeting with someone one has "met" on the computer network or Internet without a parent's permission.
5. Acting in a way that can reasonably be expected to disturb other patrons and staff. Such actions include, but are not limited to, playing music or other sound that is audible to others, sharing computers with one or more people, eating food or drinking uncovered beverages at computer terminals, or watching pornographic materials.

Response to Violations

A user's access to the Library's computer network and Internet is a privilege, not a right. If a patron violates this policy they will be asked to leave the Library for the day. If a patron violates the policy on more than one occasion their library privileges will be suspended for a period of time as determined by the Library Director or his/her designee, in his/her/their sole discretion.

Patrons whose library privileges have been suspended may appeal the suspension/revocation to the Library Board of Trustees by submitting a written appeal within 10 days of the date that the patron is notified of the suspension. The Board of Trustees will consider the appeal at its next regularly scheduled meeting that occurs at least 5 days after receipt of the appeal. The decision of the Board of Trustees is final.

Adopted by the Bayonne Public Library Board of Trustees on 3/5/24.

Revised by the Bayonne Public Library Board of Trustees on 3/4/25.

Revised by the Bayonne Public Library Board of Trustees on 3/3/26.