

**BARTLESVILLE PUBLIC LIBRARY**  
**INTERNET AND COMPUTER USE POLICY**

The Bartlesville Public Library provides computers and Internet access to the public as a means to provide timely information. Access to the Internet is compatible with the Library's endorsement of the **Library Bill Of Rights**, the **Freedom To Read**, and the **Freedom To View Statements** from the American Library Association. The Library makes a distinction between access to information via the Internet and the selection of library materials. The Library acquires materials based on its "Collection Development" and Selection Policies. Information accessed via the Internet is not subjected to the same review.

Library users have the right to confidentiality and the right to privacy. Users should be advised, however, that because security is technically difficult to achieve, electronic transactions and files may become public.

To maintain the integrity of programs permanently installed on the hard drive and to prevent unlicensed use of software, access to the hard drive is prohibited.

The Bartlesville Public Library assumes no responsibility for any damage, direct or indirect, that users or anyone else may suffer through BPL access to the Internet.

The Library provides an effective web page, with links to helpful information sources. Staff evaluates such links and strives to present guides to accurate, reliable information.

Rules and procedures necessary to ensure the fair and reasonable use of Internet resources are set forth in "Bartlesville Public Library's Acceptable Internet Use Guidelines".

It is the parents' or guardians' responsibility to supervise their child's or children's Internet session and to let their children know if there are materials that they are not allowed to access. We encourage parents to discuss the dissemination of personal information on the Internet, plus the safety of email and chat rooms.

**The Internet is an unstructured, unregulated medium:**

- As such, it offers access to a wealth of material that is personally, professionally, and culturally enriching to persons of all ages.
- It also enables access to some material that may be offensive, disturbing, inaccurate, and/or illegal.
- Individual users assume responsibility for their own use of the Internet through the Library's connection.
- Parents of minor children assume responsibility for their children's use of the Internet through the Library's connection.

**BARTLESVILLE PUBLIC LIBRARY'S**  
**ACCEPTABLE INTERNET USE GUIDELINES**

Individuals have 120 minutes (2 hours) per day on the Internet.

Individuals must have a Bartlesville Public Library card to access the Internet  
or be issued an access code.

Individuals may only access materials that are appropriate for public viewing.  
Inappropriate material includes, but is not limited to  
depictions of human nudity for the purpose of erotic arousal, and/or  
depictions of violence for the purpose of sensationalism.

The Library's computers may only be used for LEGAL activities.

Individuals are asked to be courteous, to respect the privacy of other users,  
and be aware that others may be waiting to use a terminal.

Files may be downloaded onto a storage media provided by the individual,  
but not onto the hard drive of the computer.

Individuals will be charged for all pages printed.

**BARTLESVILLE PUBLIC LIBRARY POLICY  
ON INTERNET SAFETY-AS REQUIRED  
BY CIPA (CHILDREN'S INTERNET PROTECTION ACT)  
ADOPTED BY THE BARTLEVILLE LIBRARY BOARD,  
MAY 11, 2004**

To comply with the Children's Internet Protection Act, it is the required policy of the Bartlesville Public Library to:

- » Prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications;
- » Prevent unauthorized access and other unlawful online activity; and
- » Prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors.

**Definitions:** Key terms are as in the Children's Internet Protection Act (CIPA) and defined by Library Staff.

**Access to Inappropriate Material**

- » To the extent practical, technology protection measures (Internet filters) shall be used to block or filter access to inappropriate information on the Internet.
- » Inappropriate material is defined as "visual depictions of material deemed obscene or child pornography, any material deemed harmful to minors", i.e., depictions of human nudity for the purpose of erotic arousal, and depictions of violence for the purposes of sensationalism.
- » Subject to staff supervision, technology protection measures may be disabled in the case of adults, or in the case of minors (individuals aged 17 and younger), only after the Librarian has made a reasonable decision that the Internet site is not obscene, does not contain child pornography and is not harmful to minors as defined by CIPA and the Bartlesville Public Library's Internet safety policy.

**Inappropriate Network Usage**

To the extent practical steps shall be taken to promote the safety and security of users of the Library's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes:

- Unauthorized access, including so-called "hacking" and other unlawful activities
- Unauthorized disclosure, use and dissemination of personal identification regarding minors

**Supervision and Monitoring**

It shall be the responsibility of all members of the Library Staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA.

Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of the PC Administrator or designated representative.

CIPA definition of terms can be located in Title 18, United States Code.

Reviewed September 2023