

Network & Computer Use Policy

The Fairfield Public Library, a department of the Town of Fairfield (“The Library”), is committed to ensuring access to computers and the Internet for patrons who seek information and technology whenever possible. The Library makes designated computers available to the public and allows patrons access to the internet either through its public computers or through patrons’ connections of their personal devices to the Library’s network.

The following policy outlines the acceptable use of the Library’s public computers and network and provided software and apps, whether accessed using the Library’s public computers or through a patron’s personal device.

Public Computers

Library patrons with registered library cards may log in to a public computer using their library card number. Library cards and the privileges they convey are not transferrable. Guest passes to log in to the public computers may be made available upon request to a member of Library staff. The Library reserves the right to refuse to issue a guest pass if the Library, its computers, or network are at maximum capacity, if a guest has previously violated Library policy, or for any other nondiscriminatory reason determined in the Library’s sole discretion. Guest passes are not transferrable and expire at the end of the day on which the pass was issued.

Use of the Library’s public computers is on a first-come, first-served basis.

Library Provided Software and Applications

The library makes a suite of software available on its public computers. Staff are trained to assist patrons in using this software. However, staff may limit the time spent with each patron to a reasonable length of time based on other responsibilities. The Library provides digital literacy programming for basic technology assistance.

Personal Devices

Use of the library’s network via a personal device is at that patron’s own risk. Staff may assist patrons with accessing the library’s WiFi and library-related applications. However, staff assigned to the information desk may limit the time spent with each patron to a reasonable length of time based on other responsibilities.

Accessing Public Printers

The Library provides access to public printers. Documents and images are printed to a shared, public printer and are printed at the patron’s risk. Library patrons are responsible for picking up their items promptly. Printer users acknowledge that a public printer is shared with other users. Use of Library printers to generate lewd, obscene, or otherwise inappropriate images or content is strictly prohibited and may result in immediate removal from the Library and suspension or termination of privileges.



WiFi

The Library's wireless network is not secure, and the Library cannot guarantee the safety of your traffic across its wireless network. The Library assumes no responsibility for the configurations, security, or files on your personal device resulting from connection to the Library's network. Information sent out to or from your device can be captured by anyone else with a wireless device and appropriate software. All patrons access the Library's network at their own risk and remain at all times solely responsible for ensuring the safety and security of their own devices and files.

Filtering

The Town reserves the right to block access to sites that it deems a security threat to the Town's network or infrastructure. Besides public computers in the Children's Room, the library provides unfiltered access to the Internet. Each of the public computers in the Children's Room is filtered using software designed to restrict access to age-appropriate materials. However, the Library recognizes that filtering is not a completely reliable means of protection from materials that may be offensive, controversial, or illegal and is not responsible for preventing children's exposure to such materials while using the Library's public computers or network. Parents or guardians must monitor and supervise their children's public computer and internet use.

Acceptable Use

The Library's Code of Conduct applies equally to online activities conducted using the Library's public computers or network.

Use of the Library's network or public computers for illegal, inappropriate, or obscene purposes or in support of such activities is prohibited and, if discovered, may be reported to law enforcement authorities. The Library reserves the right to terminate a user's public computer session at any time for actions that violate the Library's Code of Conduct, Facilities Use, or this Policy. Similarly, the Library reserves the right to restrict network access because of inappropriate use. The Library further reserves the right to restrict future access to the Library's computer and network based upon illegal, inappropriate, or obscene use. Other Library privileges may also be suspended due to computer or network use that violates any library policy.

Materials obtained or copied on the internet may be subject to copyright laws which govern the making of reproductions of copyrighted works.

Library patrons use the public computers and the Library's network at their own risk.

Adopted by Board: 7/2024

Next Review: 7/2025