

## **TERMS AND CONDITIONS**

# Use of Library Public Computers, Internet and Online Services

Access to library computers, internet services, and digital platforms is subject to the following terms and conditions, which are intended to provide a safe, equitable, and lawful environment for all users.

### **USER AGREEMENT**

1. By using these services, users acknowledge and agree to these terms and conditions. Where possible, an electronic acknowledgement may be required prior to use of the service.

### **ACCESS AND ELIGIBILITY**

2. Library users may use the public computers and access the internet free of charge, either through their library membership card or by obtaining a guest access pass;
3. Where a library membership is used, access is dependent on the membership being in good standing, with no outstanding charges or active demerit points;
4. Session durations may be limited to ensure fair access to all users. Current limits are displayed at booking points and terminals. Extensions may be granted at the discretion of staff if demand allows;
5. A maximum of two people may use a single public computer at any one time, to ensure safety and equitable access for all users;

## **ACCEPTABLE USE AND CONDUCT**

6. Users must comply with all relevant policies, regulations and legislation when using library computers or internet services;
7. Users are not permitted to access, display, or distribute pornographic, offensive, illegal or otherwise inappropriate material;
8. Users must not engage in any activity that may damage, impair, or compromise the library network, equipment or software, including attempting to bypass security or content filters;
9. Users are expected to demonstrate respectful online behaviour at all times;
10. Cyberbullying, harassment, defamation, or the transmission of threatening, obscene or abusive content is strictly prohibited;
11. Users must follow the guidelines provided by the eSafety Commissioner and take reasonable care not to place other users at risk through their online behaviour or the material they access or share;
12. Internet Users must abide by the WA Classification (Publications, Film and Computer Games) Enforcement Act 1996, which bans the use of the Internet to transmit restricted material to a minor or to make restricted material available to a minor;
13. Library staff are not able to complete online forms on behalf of users, provide personal information, or perform technical troubleshooting of websites, external services, or personal accounts.

## **SUPERVISION OF CHILDREN (0-12 YEARS)**

14. Children aged under 12 years must be accompanied and actively supervised by a parent, guardian, or responsible adult as per the Library Usage Terms and Conditions;
15. Supervision requires the responsible adult to remain in close proximity to the child and be able to monitor their computer use at all times;
16. Unsupervised children found using the public computers will be subject to the library's supervision of children procedures and may have their access to the public computers revoked at the discretion of library staff. In cases of ongoing or serious breaches, police may be notified in accordance with the Children and Community Services Act 2004.
17. While content filters are in place to minimise inappropriate material, these measures are not infallible. Parents and guardians remain responsible for supervising and managing their children's internet use.

## **PRIVACY AND PERSONAL INFORMATION**

- 18. Users are responsible for protecting their personal information and should not leave personal data accessible on public terminals;
- 19. Personal information is not stored on public computers and is automatically wiped at the end of each session, whether accessed via library membership card or guest pass;
- 20. All usage of the Library's networked computers is logged and may be used for statistical purposes. However, no attempt will be made to identify individual users or their browsing activities;

## **SECURITY AND LIABILITY**

- 21. Filtering software is used on the City of South Perth's network to block sites that may contain offensive material to ensure the best use of the public computers and to comply with legislative requirements. The use of filtering software is not intended to censor access to information;
- 22. The City of South Perth has no control over the content of material available via the internet and accepts no responsibility for any damages, direct or indirect, arising from the use of its internet access. Each user is required to make their own assessment of the truth, completeness, accuracy or suitability of internet content;
- 23. The ordering of goods or services and the sending of personal, confidential or sensitive information in an email or over the internet is undertaken at the user's sole risk;

## **ENFORCEMENT AND CONSEQUENCES**

- 24. Failure to comply with these conditions may result in suspension of access to public computers or internet services;
- 25. Repeated or serious breaches may result in exclusion from all library services and facilities;
- 26. Users will be notified of any enforcement actions taken and will have the opportunity to request a review of such actions;
- 27. Illegal activities will be reported to the appropriate authorities and may result in prosecution.