



CORPORATE SERVICES

Oxford County Library

21 Reeve Street, PO Box 1614

Woodstock, Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: www.ocl.net

COMPUTER USE AGREEMENT

This is to certify that I have read and understood Oxford County Library's Public Internet Access Policy. I agree to abide by the terms of the Policy. I understand that failure to comply may result in the loss of my computer privileges.

Name (please print): _____

Telephone number: _____

Signature: _____ Date: _____

If applicant is age twelve (12) years or under, the following section must be completed by the applicant's parent or guardian:

This is to certify that I have read and understood Oxford County Library's Public Internet Access Policy. I give permission for my child to receive computer privileges at branches of Oxford County Library.

Child's name (please print): _____

Parent's or guardian's name (please print): _____

Signature: _____ Date: _____

Note: The collection of personal information on this form is necessary for the proper administration of a lawfully authorized activity under the Public Libraries Act, R.S.O. 1990 for the purpose of authorizing students' use of Internet computer services at the Oxford County Library. For more information about this collection, please contact the Chief Librarian at 21 Reeve Street, P.O. Box 1614, Woodstock, ON, N4S 7Y3 or (519) 539-9800 (ext.3260).

Dear Parent or Guardian;

Your child has applied for computer privileges with the Oxford County Library. The Library's Public Internet Access Policy requires that all library patrons wishing to use library computers or wireless network must present a valid library card, must sign a Computer Use Agreement, and, if the patron is twelve (12) years of age or under, must have presented a Computer Use Agreement signed by a parent or legal guardian.

Attached please find a copy of the Oxford County Library's Public Internet Access Policy. Please read these documents carefully. If you wish your child to have access to Oxford County Library computers, please print your child's name then sign and date the Computer Use Agreement.

When the signed form is received at an Oxford County Library branch, a sticker indicating permission will be affixed to your child's library card. They will be required to present their card each time they use a library computer.

Thank you for your cooperation.



CORPORATE SERVICES

Oxford County Library

21 Reeve Street, PO Box 1614

Woodstock, Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: www.ocl.net

**Oxford County Library
Computer Use and Public Internet Access Policy**

Oxford County Library provides Internet access, through wired and wireless service, to ensure equitable access to information and online resources. All users of the Library's public computers and wireless network must abide by the Library's Rules of Conduct. Users must be a registered patron and have signed a Computer Use Agreement.

The Internet is a gateway to information resources for a variety of ages and audiences. Users should consider the authority, accuracy, objectivity, and currency of the information presented. Users are responsible for assessing the validity of the information they find on the Internet.

Users must not tamper with or willfully damage computer equipment.

Library staff is not responsible for supervising or restricting children's use of the Internet.

Users of the Library's public computers and public wireless network are subject to federal, provincial, and municipal laws, including provisions of the Criminal Code. Clients may not access, receive or transmit content that:

- displays overt sexual images
- violates any Canadian legislation such as defamatory, discriminatory, copyrighted, fraudulent, harassing, or obscene materials

Library users are reminded that the computer workstations and the public wireless network are provided in a public area, therefore privacy is not guaranteed. Others may involuntarily be exposed to material displayed on your computer monitor. Users are asked to respect the privacy of others when using the Library's Internet connections. All computer users are expected to use headphones when accessing sound files.

The public wireless network is available to users in the Library.

The library is not obligated to provide an electrical source. Users must supply their own wireless equipped devices and all hardware and software in order to use the library's public wireless network.

Oxford County Library staff cannot provide technical assistance to users of the public wireless network. Staff assistance is limited to Library-owned equipment. Users are reminded that printing is not available over the wireless network at this time.

The Library's wireless access network is an unsecured connection to the Internet and visitors to the Library use this network at their own risk. Users of the public wireless network are responsible for ensuring that their device is equipped with up-to-date security software. Oxford County Library and the County of Oxford assume no responsibility for any compromised information or loss through the use of the public wireless network. This includes, but is not limited to:

- electrical surges
- disruptions to wireless service
- loss or theft of equipment
- security issues, hacking, and viruses

Any violations of this Policy may result in cost-recovery charges, suspension of library privileges, exclusion from the library and prosecution.

This Policy was approved by the Oxford County Library Board, February 2007.