Children's Department Computer Use Guidelines

- Computers are for children ages 4-12.
- A library card is required for ages 5-12.
- Children under the age of 9 must have an adult with them to use the computer.
- **Although these computers are filtered, minor children ages 9-12 must have been given authorization by their parent or legal guardian on their library card record to access the Internet on the library's Internet workstations. In accordance with Allen Public Library's general policy, children under 9 must have parental supervision during Internet sessions. Parents or guardians are responsible for the Internet information selected and/or accessed by their children. Parents are encouraged to work closely with their children in selecting material that is consistent with personal and family values. The adult is to sit at the computer with the child.**
- First-time users of the computer must see the children's librarian to register.
- A child will need a library card to use the computer and enter the number on the log-in box.
- Time limit to use the computer is 1 hour.
- Only **one person** at a time may use the computer except for the adult working with the child.
- Misuse of the computer may result in loss of computer privileges.
- Misuse of the computer includes but is not limited to:
    - Any "banging" on the keyboard
    - Tampering with the files
    - Saving data to the hard drive
    - Accessing illegal pornography or sexually explicit materials
- Failure to abide by this policy and guidelines shall be deemed inappropriate and will result in loss of your computer privileges.

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