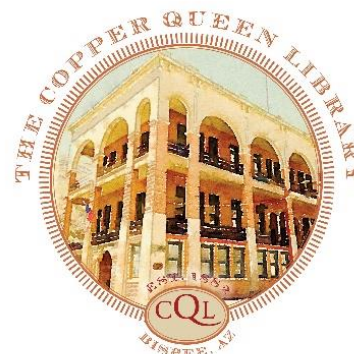


# Copper Queen Library (CQL)

6 Main Street | PO BOX 1857 | Bisbee, AZ 85603  
520-432-4232 | [www.copperqueenlibrary.com](http://www.copperqueenlibrary.com)



## COMPUTER USE POLICY FOR MINORS

Created 5/20/20

For the purposes of this policy, minors are defined to include all individuals under the age of 18. All minors are required to have this policy signed by their parent/guardian before they are able to use the Copper Queen Library's public computers. The signed policy will be kept on file at the Library.

*The Copper Queen Library provides free computer access to minors which includes filtered access to the Internet set forth by the Children's Internet Protection Act (CIPA) and software to support academic achievement. Because filtering software may not be able to filter all information that parents and guardian may deem harmful to minors, parents and guardians are responsible for monitoring their child's internet sessions.*

The Copper Queen Library's Children's Computer Lab is open for child patrons (up to 18 years old) to use for variety of purposes, including homework, research, games, videos, and general internet browsing. The use of the computers is a privilege provided as a courtesy. This means that, like our adult patrons, our young patrons are expected to use the computers in a manner consistent with respect and consideration of other library users.

Parents are responsible for notifying the Library if their child is using the Library during regular school hours.

## PATRON BEHAVIOR POLICY

All patrons are expected to abide by the Copper Queen Library's Patron Behavior Policy which they receive during library card registration. Unfortunately, the behavior of a few visitors can create problems for other patrons and the library staff. It is the policy of the Copper Queen Library to ask patrons who have been identified as disruptive, either by staff or patron complaint, to modify their behavior, or to leave the building if they choose not to modify their behavior.

### UNACCEPTABLE BEHAVIORS MAY INCLUDE:

- Refusal to comply with staff warnings
- Destructive use of library property
- Physical or verbal fighting or rough-housing
- Disrespecting physical space and boundaries of other patrons
- Unreasonable noise
- Engaging in bullying behavior
- Deliberate attempts at accessing unauthorized subject matter prevented by Library's filters
- Use of abusive or offensive language
- Use of cell phones
- Use of computers or other electronic devices without headphones

## COMPUTER USE POLICY

All patrons are expected to follow the Copper Queen Library's Computer Use Policy which is intended to give all patrons equal access to the use of the public computers. It is the policy of the Library to ask patrons who do NOT follow the following computer use rules to modify their behavior, or lose their computer privileges for a period of time.

- **DURING THE COVID-19 PANDEMIC, CHILDREN MAY USE THE COMPUTER UP TO 30 MINUTES/DAY.**
- **NO FOOD OR DRINK AT COMPUTERS**
- **Do not install any software** nor download software to the hard drive
- **Do not alter software** configurations, nor attempt any improvement or degradation of system performance (ARS 13-2316)
- **Leave the computer area as you found it:** table and equipment clean, no trash, chairs pushed in, and head phones wrapped and returned to circulation desk.

## IMPLEMENTATION

Copper Queen Library and City of Bisbee staff shall have the responsibility to enforce this policy.

Violations of this policy will result in loss of library privileges or access. Unlawful activities will be referred to the appropriate legal authority.

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**Minor/Child Last Name** *(please print)*

**First Name**

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**Signature of Minor**

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**Home Address**

**Zip Code**

**Phone Number/Emergency Contact**

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**Parent/Guardian Last Name** *(please print)*

**First Name**

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**Signature of Parent/Guardian**

**Date**

*Your signature indicates that you have read, understand and agree with the policies outlined above.*

### **FOR LIBRARY USE**

ISSUES: (Please include date/time and full description of incident)