



## Library & Local History Centre Terms and Conditions

### General Terms and Conditions

1. You are required to:
  - a. Present your library card to borrow items from the library;
  - b. Present your library card to access computing and IT facilities;
  - c. Take responsibility for all the items borrowed on your card;
  - d. Report a lost or stolen library card immediately so that you are not charged for any items that may be borrowed by unauthorised person;
  - e. Notify library staff of any changes in your contact details;
  - f. Return all loaned items on or before the due date;
  - g. Pay all charges imposed for late return, recovery, damage or loss of library items or membership cards;
  - h. Agree to the rules of the Library and the Copyright legal provisions
2. As a parent or guardian you are required to:
  - a. Be present when your children are completing a membership application and sign the application; advise library staff if you do not want your children to access the internet using the library's Public Access Computers;
  - b. Take responsibility for all items borrowed on your children's cards;
  - c. Remain in attendance whilst your children are in the library at all times.
  - d. The library is not responsible for supervising minors. Supervision or restriction of a young person's access to the Internet is the responsibility of the parent or guardian. Some material available on the internet is unsuitable for minors. Parents or guardians are encouraged to educate and work with their children when using technology.
3. Library members can access general library services up until 15 minutes before the library's closing time.
4. Any person attending the City's Library must behave in a responsible and considerate manner in accordance with the Library Board (Registered Public Libraries) Regulations 1985. Persons behaving in an inappropriate or disorderly manner will be asked to leave the premises and may have their membership suspended.
5. Temporary or permanent suspension may apply to any library member who seriously misuses the library.

**Online Services Terms and Conditions: Library users can access Public Access Computers and free Wi-Fi services up until 15 minutes before closing.**

1. In order to use the online services, including access to the Internet, you are required to abide by the WA Classification (Publications, Films and Computer Games) Enforcement Act 1996.
2. Guests of the library who are not members can obtain a guest pass to use the public computers. To obtain a pass, guests must provide their name and signature at the customer service desk. Only one guest pass per person is permitted each day.
3. Parents or guardians are responsible for their child's use of the internet. Junior library users (under the age of 16) must have the consent of their parents/guardians before using the internet. Library staff do not closely supervise or monitor children using the internet in the library so there is a risk that unsupervised children may engage in unacceptable on-line behaviour.
4. You must not modify the installed hardware or software on any computers in the Library. For security purposes do not save any user names or passwords on any computers in the Library or any sites you visit online.
5. The City accepts no responsibility for unauthorised access to personal information that may occur through the use of our internet service. The Library cannot assume responsibility for any loss of data, funds, or identity theft that may result from use of the internet in the library.
6. Using the City's public computers or Wi-Fi to access, create or share obscene, illegal or offensive materials is strictly prohibited. Domain logs are kept and evidence of access to these sites may be reported to the appropriate authorities.
7. Information accessed from our internet services is not controlled or endorsed by the City. It is the library user's responsibility to make their own decisions about the accuracy, reliability and correctness of information found on any sites visited. The City does not endorse the information contained within any sites accessed and disclaims all liability to any person in relation to, or, in the use of, the information or data found on accessed sites.
8. The City reserves the right to terminate any person's internet session at any time for any reason without notice, explanation or compensation. The City also reserves the right to maintain that restriction for as long as the Library Service chooses. Where such use includes suspected illegal activity the matter may be referred to the Western Australian Police.
9. Wi-Fi users are required to take precautions when using this free service to lower the security risks associated with the unsecured nature and ease of use of connection to public Wi-Fi hotspots. Users should avoid transmitting or accessing sensitive personal information over the Wi-Fi network, and only connect to known Wi-Fi hotspots. Wi-Fi users must agree not to use or attempt to use the Service for any fraudulent, unlawful, harassing, or abusive purpose or so as to damage or cause risk to the internet provider.