



Paroo Shire Council

Council Policy	
Policy Name:	Public Library Internet Access Policy
Policy Number:	CSP-003
Version:	2.0
Commencement and Review:	This policy will commence from 18/08/2025 and will be reviewed 2 years from the commencement date.
Document Owner:	Director Community & Environmental Services
Approval Date:	18/08/2025
Meeting Resolution:	M25/306

1 Statement of Intent

The Paroo Shire Council (Council) libraries are committed to providing accessible, diverse and relevant collections and services that meet and support the information and learning needs of individuals, families and communities of the Paroo Shire region.

2 Commencement and Review of Policy

This Policy will commence from 18/08/2025. It replaces all other Public Libraries Internet Access Policies (Whether written or not).

This Policy will be reviewed 2 years from the commencement date or earlier if deemed necessary through changes to legislation or business practice. Minor amendments that do not impact upon the intent of the Policy may be made in consultation with and approved by the Chief Executive Officer (CEO).

3 Application of Policy

Providing Internet access allows the opportunity to integrate electronic resources from information networks around the world with the library's other resources.

The library's goal in providing internet access as a public access agency, is to give anyone who needs to use the internet the chance to do so.

The internet offers access to a wealth of information that is personally, professionally and culturally enriching.

Council libraries provide internet access in accordance with the following terms and conditions. By using the libraries' internet service, users agree to these terms and conditions.

4 Definitions

Child or Children	Shall refer to young persons aged twelve (12) years and under.
Young Adult	Shall refer to young people aged between thirteen (13) to eighteen (18) years inclusive.

5 Access

- Council libraries will not censor access to material either in the library or on the internet.
However, library patrons are reminded that the library's computer terminals are located in public areas that are shared with library users and staff of all ages, back grounds and sensibilities. Individuals are expected to consider the diversity and respect the sensibilities of others when accessing potentially offensive information or images.
Library staff do not monitor activity in computer areas and any library patron deemed to be viewing offensive, insensitive material will be asked to leave the premises immediately.
- Council libraries allow freedom of access to the internet services available via the World Wide Web to all members of the community aged 18 years and over.
- Council has no control over the content of the material contained on the internet and therefore requires each client to make their own assessment of the truth, completeness, accuracy or suitability of internet information.
- The electronic mail and World Wide Web services are not secure. Therefore, users should exercise due care when submitting personal details or other information that could have potential to be misused.
- The library cannot ensure access to sites on the internet; waiting times may be long and connections to all sites cannot be guaranteed.

5.1 Children and Young Adults

Council libraries do not use any form of filtering device on the desktop computers on the internet to protect clients from information they may deem offensive. All care has been taken on the iPads to filter any explicit content however this does not apply if the users log into their own accounts.

Parents / guardians must assume responsibility for their Child/Young Adult's use of the internet when using Council libraries' internet service.

5.2 Sessions

To maximize internet availability and to ensure fair access for all clients, the following guidelines apply;

- Council libraries do not take bookings - it is drop in only
- Sessions on the Public Access internet are available in one (1) hour blocks
- A maximum of two (2) may use the computers per session.
- Users must vacate their workstation once their allotted time is finished

5.3 Available Services

The following services may be accessed from the libraries' service:

- World Wide Web
- Electronic journals and texts
- E-mail (where users know the internet address of their account or through free services such as "Hotmail/Outlook", "Gmail", "Live", "Yahoo" or "Bigpond")
- RLQ OPAC, Public Libraries Connect
- Ancestry Library Edition
- National Geographic

The following Helper applications have been installed to enable full access to the World Wide Web:

- Adobe Acrobat
- Microsoft Office
- Google Chrome

Any Messenger application is not to be downloaded under any circumstances

The computers in the libraries have no sound cards installed. Users are required to keep the sound levels low to ensure minimal disruption to other library patrons or use their own earphones

Colour or black and white printing is available when using the computer/internet facilities for a fee. If a patron requires a memory stick they must supply their own.

Library staff members are not able to provide in-depth computer assistance but will answer questions and, as time allows, help users locate and use resources on the internet or on other electronic resources in the library.

5.4 Downloads

Users must not download software from the internet onto the libraries' computers.

Data downloaded from the internet may contain viruses.

Council libraries are not responsible for damage to patron's removable media, computer or equipment, or for any loss of data or damage or liability that may occur from a patron's use of the library's computers or library's access to the internet.

5.5 Copyright

Much of the material (including software) available on the internet is under Copyright. A Copyright owner is entitled to take legal action against a user who infringes his or her copyright. Refer copyright regulations, Section 104B of the Copyright Act 1968.

When downloading software, files or data, it is the user's responsibility to check the copyright protection or any licensing agreement and to comply with the requirements for that copyright or licensing agreement.

Illegal acts involving the use of Council library's internet resources may be subject to prosecution by local, state or federal authorities.

5.6 Public Conduct

Food or drink is not to be consumed at or near terminals.

Any equipment malfunction should be reported to library staff immediately and under NO circumstances should patrons attempt to “repair” hardware or software problems.

The use of personal software programs is not permitted on the library’s computer. This helps to prevent the spread of computer viruses.

Unacceptable conduct or intentional misuse of these facilities may result in removal of access privileges, and / or legal action.

Library staff reserve the right to eject patrons engaged in unacceptable behavior or illegal use.

Unacceptable behavior and illegal use includes, but is not limited to:

- Destruction or damage to; library equipment, software or data belonging to Council libraries.
- Display of offensive or inappropriate material containing nudity, obscenities or graphic violence.
- Intentional unauthorised copying of copyright-protected material or infringement of license agreements.
- Attempting to modify or gain access to files, passwords or data belonging to others.
- Downloading software from the internet onto the library’s computers.
- Unauthorized monitoring of electronic communications.
- Inappropriate use of e-mail services, such as spamming.

If a decision is made to suspend a patron’s internet library privileges, notice will be given verbally to the user or the parent/guardian (if patron is under the age of 18).


Suspensions may apply across branches; if so this will also be communicated in writing.

6 Related Legislation

- Section 104B of the *Copyright Act 1968*
- The Australian Copyright Council – Digital Agenda Amendments Overview Information Sheet G0365V06 March 2006.

7 Related Documents

Paroo Shire Council – Library Management - Children and Young People Policy CSP-002

Endorsed		Date: 18/08/2025
Name:	Martin Leech	
Title:	Chief Executive Officer	
Signature:		

Version Control

Date	Version	Meeting Resolution	Amendments / Comments
17/11/2020	1.0	M20/202	New Policy
18/08/2025	2.0	M25/306	Bi-annual review and update