



Technology Access and Use Policy

Policy Type: Operational Policy

No: OP-06

Policy Title: AI Usage Policy

Effective: September 24th, 2025

Review Date: September 24th, 2030

Purpose

Grey Highlands Public Library provides access to technology resources to support learning, creativity, and community engagement. This policy establishes expectations for the responsible use of those resources, including public computers, internet access, and Wi-Fi.

Scope

This policy applies to all individuals using technology provided by the library. This includes, but is not limited to, public desktop computers, wired and wireless internet connections, and any future digital access points or services introduced by the library.

General Use

Library technology is made available to the public as a means of accessing information, communicating, and participating in digital activities. Users are expected to conduct themselves in a respectful, lawful, and responsible manner. Use of technology must not interfere with the rights of other patrons or disrupt the library environment.

User Conduct and Responsibility

Users are responsible for their own conduct while using library technology. Technology resources may not be used for any activity that violates local, provincial, or federal laws, infringes on the privacy or safety of others, or disrupts library operations. The display or transmission of offensive, inappropriate, or illegal content is strictly prohibited. Users must not attempt to bypass security measures or gain unauthorized access to systems or data. All use should reflect respect for others and for the shared nature of library resources.

Oversight and Enforcement

Library staff are authorized to monitor technology use to ensure compliance with this policy. If a user's behavior is deemed disruptive, unsafe, or inappropriate, staff may intervene and restrict access. Repeated or serious violations may result in suspension or permanent loss of access to technology services.

Policy Review

This policy will be reviewed regularly to ensure it remains relevant, effective, and aligned with evolving technologies and community needs.