



Dear Parent or Guardian:

This letter is being given to all parents whose children have received library cards at Sandusky Library. Sandusky Library has a broad spectrum of materials to meet the informational, educational, and recreational needs of its users. For the convenience of its users, the Library has planned collections of materials for children, teens, and adults. Borrowers may select from any part of the total collection. Since our staff cannot monitor the choices a child makes, you may want to be aware of what your child borrows from the Library.

A child must bring his card to the Library each time he wishes to borrow materials. You are responsible for any items on that card. Sandusky Library's cards may be used at any of its service locations, including the Kelleys Island Branch. There will be a \$1.00 replacement fee should a child lose his card.

Children have access to the Internet on computers in the Children's Services Homework Center. Children under the age of 7 must be accompanied by an adult or responsible person. Children who want to use the Homework Center computers will be given a Temporary Access Card to use the computer for one hour, with a maximum of two hours per day. If requested, they may print five (5) pages free of charge. Parents or guardians are responsible for the Internet information selected and/or accessed by their children. Children who use the Internet unsupervised may be exposed to inappropriate or disturbing information and images. Parents are encouraged to discuss the use of the Internet in relation to family values and boundaries with their children and to monitor their children's use of the Internet.

To assist parents, the Library has available on-line on our website the pamphlet *Keeping Kids Safer on the Internet* published by the National Center for Missing and Exploited Children and the Office of Juvenile Justice and Delinquency Prevention. The publication gives parents the information that they need to talk to their children about issues like cyberbullying, social networking sites (like Facebook), inappropriate online content, violence online, and hate speech. Library staff encourages parents to review this information with their children.

Sandusky Library complies with the Federal Children's Internet Protection Act which mandates that access to the Internet be filtered for the protection of those under the age of 17. All Library PCs are filtered. For patrons ages 17 or older, the Library will remove the filtering software for 45 minutes upon request for their personal use as long as the patron is also in compliance with the Library's Internet policy and patron responsibility policy.

The staff of Sandusky Library looks forward to serving the needs of your family. If you have any questions regarding library services or procedures, please stop by or call the Library.

Sincerely,

Julie Brooks, Director  
SANDUSKY LIBRARY