

Computer Lab and Laptop Borrowing Policy

Approved April 2008

Computer Lab

The laptop computer lab will be used to conduct classes and programs for Groton Public Library patrons, members of the community, and employees of the Town of Groton. Classes will be taught by Groton Public Library staff or its designated instructors. The laptop computer lab will not be available to individuals or groups that are not associated with the Library.

Laptop Loan

1. When not being used for classes, the laptop computers are available for loan in the library. Users must be at least 18 years old and have a valid and current Groton Public Library card. The loan period is for two hours. After two hours if no one is waiting to borrow a laptop, the loan time may be extended.
2. The borrower is responsible for any damage to the computers due to neglect, loss, or mistreatment and will be responsible for necessary repair cost or full replacement cost if damage is irreparable.
3. Borrowers understand that the laptop computers use an unsecured Internet connection. The Library assumes no responsibility for the loss or compromise of information transmitted across the connection. Any programs or files saved to the computers will be lost upon the computer's reboot.