Using software and hardware

You must not alter or delete any software on the computers. If you are found causing wilful damage to the hardware or software on any library computer you will be refused access to all library facilities until further notice.

If you want to use your laptop you should ask staff for permission to connect it to a spare socket, but must stop immediately if the staff ask you to. Never unplug or disconnect the library equipment. If you think there is a problem with any of the cables or equipment please let a member of staff know. Durham County Council cannot accept responsibility for loss of, or damage to, any of your personal hardware, software or data.

It is our duty to inform you of the following...

The internet is unregulated and although measures are in place, Durham County Council cannot accept responsibility for the type of material you may encounter while using it. Potentially contentious material that is of a pornographic, racist, terrorist or violent nature is filtered and access is monitored, but should you accidentally find such material, please inform a member of staff straight away.

Library Bye-law 22 states
"No person shall intentionally use a computer upon the library premises (whether or not the computer is library property) to access, view or download any material or image of a pornographic nature that would be likely to cause offence to the general public."

Library Bye-law 24 states
"A library officer may exclude any person who contravenes any of the foregoing by-laws from any or all libraries within the area of and maintained by the library authority under the act".

You must not use the library computers to access, download or print any material which is deemed unsuitable. This will result in you being refused access to all library facilities in County Durham until further notice.

Libraries in County Durham

Library	Phone
Annfield Plain North Road	☏03000 269 511
Barnard Castle Hall Street	☏03000 263 409
Belmont Cheveley Park	☏03000 269 500
Bishop Auckland Market Place	☏03000 269 524
Blackhall Back Middle Street	☏03000 269 505
Bowburn Durham Road	☏03000 269 528
Brandon Lowland Road	☏03000 269 501
Chester-le-Street Station Road	☏03000 269 512
Chilton Durham Road	☏03000 269 518
Consett Victoria Road	☏03000 269 513
Cornforth High Street	☏03000 269 529
Coundon Victoria Lane	☏03000 269 525
Crook North Terrace	☏03000 269 002
Durham Clayport Millennium Place	☏03000 265 524
Easington Seaside Lane	☏03000 269 506
Esh Winning The Wynds	☏03000 265 002
Ferryhill North Street	☏03000 269 530
Horden Sunderland Road	☏03000 269 507
Lanchester Newbiggen Lane	☏03000 269 514
Langley Park Church Street	☏03000 269 502
Murton Barnes Road	☏03000 269 508
Newton Aycliffe Central Avenue	☏03000 269 519
Newton Hall Alnwick Road	☏03000 269 503
Pelton Pelton Lane	☏03000 269 515
Peterlee Burnhope Way	☏03000 269 509
Sacriston Plawsworth Road	☏03000 269 504
Seaham St. John's Square	☏03000 262 510
Sedgefield Front Street	☏03000 269 521
Shildon Church Street	☏03000 269 526
Shotton Co-operative Terrace	☏03000 269 510
South Moor Severn Crescent	☏03000 269 516
Spennymoor Cheapside	☏03000 269 531
Stanley High Street	☏03000 269 517
Thornley High Street	☏03000 269 520
Trimdon Church Road	☏03000 269 522
Willington High Street	☏03000 269 532
Wingate Front Street West	☏03000 269 523
Wolsingham Town Hall	☏03000 269 533
Woodhouse Close Woodhouse Lane	☏03000 269 527

For opening hours and service information
www.durham.gov.uk/libraries

Please ask us if you would like this document summarised in another language or format.

03000 260 000

my library
computer services

The library

Let your local County Durham library open your mind and fuel your imagination through books, learning opportunities, events and activities.

Library Online

Library Online is a website that can be accessed from any computer, anywhere. It enables you to join the library, search the extensive stock catalogue and reserve or renew items online. You can even select to receive an e-mail just before your books are due for return so you'll never have to pay a fine.

You can access a range of fantastic reference sites – all you need is your library card!

See www.durham.gov.uk/libraryonline for details

Computers in libraries

All libraries have free computer access with a range of software and high speed broadband internet. Specialist screen-reading software is available, as well as a large keyboard and a trackerball mouse available on request. Printers and scanners can be used but you will have to pay for each page you print.

Library computers allow you **free** access to the Ancestry uk website – the largest online collection of family history records in the UK.

my library
computer services

Frequently asked questions

Who can use library computers?

Anyone! As long as you have joined the library you can use the computers. There is no age limit but we recommend parents accompany young children as Durham County Council and its staff cannot be held responsible for children's use of the internet in the library. Permission needs to be granted from parents/guardians before under 17's can use library computers.

Do I have to book?

Yes. You can book a computer session in person, by telephone or online at www.durham.gov.uk/libraryonline. You can use the computer for 30 minutes and stay on for a maximum of 2 hours if no-one else is waiting. This is at the discretion of library staff.

Can I use e-mail?

Yes. You can access your existing e-mail account or set up a free e-mail account and access your e-mails at any library.

Can I use chat rooms?

Yes, but you must be aware of the dangers of internet chat rooms to children and young people. Chat rooms are not always safe and it's difficult to tell if people really are who they say they are. If you're not sure, don't put yourself at risk. As a guide, **never:**

• Tell a stranger in a chat room your real name
• Mention any of your friends' names
• Say where you live or which school you go to
• Send your photograph
• Give out your phone number
• Give anyone your password
• Arrange to meet a stranger

Note to parents and guardians

Parents and guardians are responsible for children using the internet. Durham County Council and it's staff cannot be held responsible for children's use of the internet in the library.

Security

While the computer is booked in your name you are responsible for any searches made or sites accessed. All searches and accesses are logged and can be traced to individual computers and specific times if necessary. Where there is evidence of extreme misuse, the Police Authorities may be informed. You are strongly advised not to input credit card or personal details when using the internet in the library.

Copyright

Any material you obtain from the internet could be subject to copyright laws. You may need permission to copy some material or download it to any storage device. Please ask a member of staff if you are unsure.

Unsociable behaviour

Please respect the privacy of other computer users. Attempting to view or read other people's material or interfering with another person's use of the computer is not appropriate.

Library staff are authorised to limit the number of people gathered around the computer terminals at any given time. You must end the session and leave the computer at the end of your booking or when asked to do so by library staff.