### Felton Village Hall Guidelines for the use of WiFi

Felton Village Hall provides users of the Hall with a free WiFi service. To ensure this continues without any problems, it is important everyone sticks to these guidelines.

We encourage all groups to make use of the service, and to let us know if there are any problems with it. We do our best to keep the service going but things can go wrong, and we can't guarantee it will always work or meet your needs.

The person running the activity on the day is responsible for ensuring the guidelines are followed by everyone in their group.

We know that it is very unlikely any group leader will ever encounter inappropriate or unsafe use of WiFi. These Guidelines cover all the eventualities. Group leaders should decide whether or not they need to share them explicitly with their group.

The password is changed at least every month, and sent to all Regular Users. People making one-off bookings should request access to the password.

The WiFi is only for the use of people in the Hall while they are there.

If you have any comments or queries about these Guidelines, or think there may have been a breach of them, do contact the WiFi Officer.

Beneath is a detailed explanation of what isn't allowed, what will happen if things go wrong and why and how personal data may be collected and used. In summary:

- By using the WiFi service you agree to be bound by the Guidelines
- No one should do anything which is illegal or causes any problems for our WiFi service
- The password must be kept confidential
- We do our best to maintain the service, but can't guarantee it will always meet your needs
- We may collect and use personal data through your use of our WiFi service

With thanks to ACRE (Action with Communities in Rural England) for the substance of these Guidelines.

# 1. Ensuring that access to the Hall's WiFi is limited to Hall users

Keep the password and any other information which forms part of the WiFi service security procedure confidential and don't disclose it to any third party.

# 2. Staying on the right side of the law

All users of the WiFi service will make sure that they never use it for the following purposes:

a) disseminating any unlawful, harassing, libellous, abusive, threatening, harmful, vulgar, obscene or otherwise objectionable material or otherwise breaching any laws;

b) transmitting material that constitutes a criminal offence or encourages conduct that constitutes a criminal offence, results in civil liability or otherwise breaches any applicable laws, regulations or code of practice;

c) interfering with any other person's use or enjoyment of the WiFi service; or

d) making, transmitting or storing electronic copies of material protected by copyright without permission of the owner

## 3. If things go wrong

The Trustees have the right to suspend or terminate our WiFi service immediately in the event that there is any breach of any of the provisions of these Guidelines including without limitation:

a) if you use any equipment which is defective or illegal;

b) if you cause any technical or other problems to our WiFi service;

c) if, in our opinion, you are involved in fraudulent or unauthorised use of our WiFi service;

d) if you resell access to our WiFi service; or

e) if you use our WiFi service in contravention of the terms of these Guidelines.

## 4. Availability of WiFi Services

a) Although we aim to offer the best WiFi service possible, we make no promise that the WiFi service will meet your requirements. We cannot guarantee that our WiFi service will be fault-free or accessible at all times.

b) It is your responsibility to ensure that any WiFi enabled device used by you is compatible with our WiFi service and is switched on. The availability and performance of our WiFi service is subject to all memory, storage and any other limitations in your device. Our WiFi service is only available to your device when it is within the operating range of the main hall.

c) We are not responsible for data, messages, or pages that you may lose or that become misdirected because of the interruptions or performance issues with our WiFi service or wireless communications networks generally. We may impose usage, or service limits, suspend service, or block certain kinds of usage in our sole discretion, to protect other users of our WiFi service. Network speed is no indication of the speed at which your WiFi enabled device or our WiFi service sends or receives data. Actual network speed will vary based on configuration, compression and network congestion.

# 5. Privacy and Data Protection

a) We may collect and store personal data through your use of our WiFi service.

b) We may process all information about you which is provided in relation to our WiFi service in accordance with your legal rights under the Data Protection 1998 and solely for the purposes of offering the WiFi service.