

City of Rockingham Libraries
the hublet Conditions of Use

the hublet

The City of Rockingham's technology space *the hublet*, located at the Safety Bay Library, is available only to City of Rockingham Library members with current borrowing rights. Use of the space and equipment is granted under the below conditions of use. Failure to abide by these conditions may result in suspension from access to *the hublet* and its associated equipment either temporarily or permanently.

Access to *the hublet*

Access to *the hublet* and its associated equipment, is only granted to City of Rockingham Library members over the age of 18 who have been issued with *the hublet* licence on their usual membership card and who have current borrowing rights. Children between 10 and 17 are permitted in the space if accompanied by a parent/guardian. Children under the age of 10 years are not permitted.

Equipment

The following equipment is available for use:

- Cricut Maker
- Cricut Mug Press
- Cricut Heat Press
- Cricut Hat Press
- Printer
- Sewing machine
- Overlocker

Booking of equipment

Users must make a booking to use the equipment. Extended booking times may be accepted if other users are not wanting to book the same equipment. Please call the library on 9528 8611 or email sbycontact@rockingham.wa.gov.au to book.

Use of equipment

Equipment available in *the hublet* must only be used for the purpose for which it is intended and according to any instructions provided by City staff or persons employed by the City.

Equipment may not be used to access, create or share any material which may be considered offensive or inappropriate. All Copyright laws must be abided by.

If you wish to take home your work you are required to supply your own materials/consumables. Library supplied materials/consumables may be used while learning to use the machines and during City run programs.

Learning how to use the equipment is the responsibility of the user. Online and printed guides and tutorials will be available and staff will provide assistance where possible, dependent on availability.

Any software or programs required for the machines have been downloaded on the library laptops but may require your own login and/or account. This includes Cricut Design Space.

Expressions of interest for Induction sessions are currently being taken. Please contact the library.

General Conditions

Food and drink may not be consumed in *the hublet* (water bottles and coffee mugs with lids excepted).

Leave the space in the condition you found it, returning all equipment and supplies to their original location and disposing of any rubbish as necessary.

City of Rockingham Libraries Code of Conduct must be observed while using *the hublet*.

- Be considerate
- Be respectful
- Be cybersmart
- Be responsible

Safety

Every effort is made to provide a safe learning environment at the Safety Bay Library.

It is expected that library users exercise care when using *the hublet* and its associated equipment and ensure that all instructions provided are adhered to.

In the event of an evacuation please follow the directions of staff.

If there is an emergency in the space please alert staff or call 9528 8611.

If first aid assistance is required please see a staff member.

Directions of City of Rockingham staff must be followed at all times. Library staff as *Authorised Officers under the Local Government Act 1995 for the City of Rockingham Public Places and Local Government Property Local Law 2018* have the right to remove customers from the library if they fail to follow reasonable instruction.

I confirm that I have read and agree to *the hublet* - Conditions of Use.

Name:

Library card number:

Date:

Signature: