Innovators' Workshop Policy

The purpose of the Innovators' Workshop is to provide Library patrons access to various equipment, software and hands-on activities that support and encourage their educational or personal creative goals and endeavors.

Individuals must "check in" with the Information Desk staff, and have a Liability waiver on file, each time they use the workshop.

- All individuals are responsible for their own safety and must first sign a **Liability Waiver and Hold Harmless Agreement** (or **Minor Liability Waiver and Hold Harmless Agreement** for their children) before using any equipment.
- Children under 12 must be accompanied by an adult who is also trained on the equipment.
- Individual users must be trained on the use of equipment before using. Check with Library staff for training requirements.
- Use of the equipment is on a first-come first-served basis.
- The individual acknowledges that the Simsbury Public Library does not have any liability with respect to the use of equipment or any loss resulting in such use.
- Due to the imperfect nature of electronic communications, electronics and utilities the Simsbury Public Library is not responsible for the loss of data or information, nor for liability that occurs from the use of the Library's internet connections, Library software, or hardware.
- Individuals shall not use the equipment for any inappropriate or unlawful activity including the use of material protected by intellectual property laws or to create items that can be construed as weapons.
- For privacy purposes, it is the responsibility of the individual to delete and/or remove any of their digital files from Library equipment.
- The individual must provide their own external storage device and/or media.
- The Library is not responsible for equipment or files left behind.
- Any work saved on the Library's Workshop computers will be deleted at the end of the day and cannot be recovered.
- If any equipment is found to be permanently damaged or removed by an individual using the Workshop due to negligence, the individual will be subject to a charge that includes the price of replacing the item.
- The Library's **Rules of Behavior Policy** applies to the use of the Workshop.

~Approved by the Library Board of Trustees March 16, 2026