



## **Curriculum & Instruction Policies BP 02-09**

### **Board Policy: School Use of Videos and Movies**

It is the policy of the Board of Gateway Community Charters to assure that the time spent by students in pursuit of an education is wisely and prudently used toward that goal. The primary function of a school is to educate. It is the policy of the Board to provide guidelines for videos and movies (ie: DVD, video clip, movie clip, etc.) use in the education of students.

#### **I. PURPOSE**

The purpose for a “School Use of Videos and Movies” Policy is:

1. To inform parents and staff of guidelines and parameters regarding video and movie use.
2. To support and encourage highest and best use of instructional time and resources.
3. To monitor video and movie use so administration can assist and guide prior to any concern or problem occurring.
4. To insure that parents have the right to be informed and withdraw their own child from materials they find inappropriate.

#### **II. GUIDELINES**

1. All videos, movies and clips are subject to Principal approval; approval forms or processes are specified at the site level.
  - a. Principal notification and approval means the Principal has knowledge of the video being shown. It does not imply the Principal has previewed the video. Teachers are responsible for previewing the entire videos (whether the video will be shown in part of in its entirety) and for making sure the video meets curricular objectives. Note: In special circumstances, to allow for spontaneity, teachers may amend or add to their lesson plans at any time when wishing to add a video that was not foreseen when the plans were written. In this case, the principal must have 24 hours notice of such viewing.
2. Video and Movie **Copyright** Usage
  - a. **Instructional Use:** The primary use of videos is for instructional purposes. By law, any video that does not include “public performance rights” must comply with the “fair use” provision of copyright law. This requires that videos

- i. be used with students in “face-to-face” instruction with the teacher;
      - ii. be correlated to instructional objectives;
      - iii. be shown in a normal instructional setting, (not in large group settings such as in an auditorium or assembly hall); and
      - iv. not be shown for reward, entertainment, fundraising, or the charging of admission.
    - b. **Non-instructional Use:** Only videos that include “public performance rights” may be used for reward and entertainment. Videos shown solely for reward or entertainment must be pre-approved by the Principal and should be limited to ensure optimal use of instructional time and resources.
    - c. All video usage must adhere to all copyright laws.
3. Video and Movie Ratings
- a. Grades K-8 shall use the following guidelines:
    - i. may show “G” rated videos; and
    - ii. may show “P.G.” rated videos with approval of the Principal and signed parent permission.
    - iii. may **not** show videos or film clips, including edited versions, with more restrictive ratings (e.g. PG-13, R, NC-17, X).
  - b. Grades 9-12 shall use the following guidelines:
    - i. may show “G” rated videos for instructional purposes tied to educational objectives;
    - ii. may show “P.G.” rated videos with approval of the Principal;
    - iii. may show “P.G.-13” rated videos with approval of the Principal, and signed parent permission; and
    - iv. may **not** show videos or film clips, including edited versions, with more restrictive ratings (e.g. R, NC-17, X).
  - c. When there is no indicated rating, age appropriateness, best professional judgment, and common sense should prevail with showing videos, educational films, or documentaries (and all should be pre-approved by the Principal).
4. Effective Video and Movie Utilization
- a. All videos must be fully previewed by the teacher before showing.
  - b. Intended instructional objectives must be written and filed with the Principal.
  - c. Each video or movie should be directly related to state standards for that class.
  - d. Sound instructional principles that maximize instructional time should always be employed when using video/movie clips in the classroom.
    - i. Show only relevant clips;
    - ii. inform students of the instructional purpose before showing a video clip;
    - iii. discuss the concepts students will be learning;
    - iv. stop and start the video to integrate other instructional activities;
    - v. use pre/post questions and discussions and assessment.

- e. Movies are discouraged from being used as an incentive for completing classroom work.
  - f. The GCC encourages the minimization of video/movie use to only clips or portions to support instruction.
5. Parents and students must be provided an “opt out” opportunity.
    - a. Teachers should provide an optional lesson for opt out children.
    - b. Opt out children should be treated discreetly and with respect.
  6. Movie or video clips must not include violence, inappropriate language, or inappropriate behavior.
  7. Videos and/or video clips may be used that come from sources that support the curriculum, ie: Teacher Tube and Discovery Education Streaming.
  8. Staff members making or using video recordings are responsible for following all copyright laws.
  9. Any videos or movies assigned for homework or extra credit must follow the above guidelines.
  10. Discipline for violation of this policy may involve actions up to and including probation and dismissal.

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Board Approved: Nov. 17, 2009