

It is the policy of the Board of Education that any media used within a school setting should be for instructional purposes only and consistent with the North Carolina Standard Course of Study. Sound instructional principles that maximize instructional time should always be employed when using any form of media in the instructional setting. Use of video in any format (VHS, DVD, Streaming, etc.) or direct TV programming for entertainment or reward purposes violates this policy. Utilization of video or direct TV broadcast must comply with the Copyright Law. The Board does not condone any infringement on the property rights of copyright owners. (WCPS Policy 3230):

1. Preview the video/DVD.
2. Verify the rating of the item you intend to show in the classroom or any other school setting. Parental permission forms are required as indicated below:

WAYNE COUNTY PUBLIC SCHOOLS' VIDEO/DVD RATING FORM				
May be Shown To:	Rated G Movies	Rated PG Movies	Rated PG-13 Movies	Rated R Movies (To Meet Special Curriculum Need Only)
K-6 Students	YES	Yes, with signed Wayne County Parental Permission form and alternative assignment provided	NO	NO
7-8 Students	YES	YES	Yes, with signed Wayne County Parental Permission form and alternative assignment provided	NO
9-12 Students	YES	YES	YES	Yes, with signed Wayne County Parental Permission form and alternative assignment provided

3. Any video, DVD, etc. legally purchased and cataloged in the school media center may be shown without administrative approval as long it fits the Standard Course of Study objective, is specifically documented in the lesson plan, does not violate this policy, and does not violate grade level or WCPS pacing guide recommendations.
4. Any video/DVD that is part of an officially adopted textbook purchased by Wayne County Public Schools will not require administrative approval but must be documented in the lesson plan and must be used in accordance with the Standard Course of Study, and the guidelines of this policy.
5. All other videos, DVD's, streaming video or direct TV broadcast require that a "Request for Prior Approval of Video/DVD Broadcast" form be submitted to the Principal for approval.
6. If parental permission is required, the "Parent Permission to View Video/DVD Broadcast" form must be sent to all parents/guardians. Returned forms for all students affected, must be on file before the video/DVD, etc. is shown in the classroom. Any students for which a form is not returned, must be moved to an alternative learning site during the time the video/DVD is shown.
7. Documentation must be provided in the teacher lesson plan verifying use of any video/DVD to support the Standard Course of Study.
8. A teacher assistant or substitute may not show a video/DVD, etc. unless it is a documented part of a lesson plan left by the teacher.
9. If a video/DVD is rented, Section 110(1) of the Copyright Law dictates that these videos/DVDs may only be shown for educational purposes in a face-to-face setting, not broadcast over the closed-circuit television system. They may not be shown for entertainment, filler, motivation, or reward, etc. This also applies to employee or student owned videos/DVDs.

10. If a school has not purchased public performance rights for videos/DVDs, no videos or DVDs may be shown over closed-circuit television systems.
11. A broadcast television program may be recorded off-air from local stations only and retained by the school for 45 calendar days. It may only be used once and repeated once within each class by an individual teacher during the first 10 consecutive school days during the 45 day calendar retention period. At the end of the 45 days, it must be erased.
12. Limit the student viewing time of videos/DVDs. It may not be necessary to show the entire video/DVD to support the curriculum needs.
13. Be selective of content. Videos must be appropriate, relevant, of educational value, and on the students' level.
14. Employees who violate the terms of this policy may be subject to disciplinary action.

Legal Reference: 17 U.S.C. 101, 102, 106, 108, 110, 117

Cross Reference: Copyright Compliance (policy 3230); Selection of Instructional Resources, Textbooks and Supplementary Materials (policy 3200); Lesson Planning (policy 3120)

Adopted: August 4, 2008

Wayne County Public Schools

Request for Prior Approval of

Video/DVD Broadcast

Video resources such as video tapes, DVDs and streaming video not legally purchased and cataloged in the school media center or not part of an official textbook adoption, must have prior approval from the principal before student viewing. Video resources including direct TV broadcasts should be used for instructional purposes only and be consistent with the Standard Course of Study. Utilization of video must comply with the Copyright Law. Use of video for entertainment or reward purposes violates this policy. The Board does not condone any infringement on the property rights of copyright owners. (WCPS Policy 3230)

(Please Print)

Today's Date / /		School:		
Teacher:	Subject:	Grade:	Date(s) to Show:	Period(s):
North Carolina Standard Course of Study Objective(s): (Please write-out the complete objective.)				

VIDEO/DVD INFORMATION

Source: _____, (Website, rental, personal, home recording, direct TV broadcast, etc.)		Home Recording Information: Date Recorded: ____/____/____ Network: _____		
Title:		Length:	Length to be shown:	Rated:
Teacher's Signature: _____		<input type="checkbox"/> Approval <input type="checkbox"/> Granted <input type="checkbox"/> Approval <input type="checkbox"/> Denied	Principal's Signature: _____	

Wayne County Public Schools

Parent Permission To View

Video/DVD Broadcast

Dear Parent/Guardian:

I plan to use the videos/DVD(s) listed below as a resource in my class for the instructional objective listed below. Because of this video/DVD's rating, your written permission is required for your child to view the video/DVD(s) in class. Please review the information below and if you choose to give permission for your child to view the video/DVD in class, sign and return the form to me by _____.

*Note: If you decide not to allow your child to view this video, I will provide other appropriate learning activities for your child in an alternative setting.

(Please Print)

Today's Date / /		School Name:		
Teacher:	Subject:	Grade:	Date(s) to Show:	Period(s):
North Carolina Standard Course of Study Objective(s): (Please write out the objective)				
Reason for showing video/DVD:				

VIDEO/DVD INFORMATION

Title:		Length:	Length to be shown:	Rated:
Student Name:		<input type="checkbox"/> Permission Granted <input type="checkbox"/> Permission Denied	Parent Signature _____ Date: _____	