

Walla Walla Public Schools

GUIDELINES FOR USE OF VIDEOS

Form: 2020
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- I. All video materials must have instructional value, be related to the goals and objectives of the instructional program, be included in the lesson plan and be appropriate for the age and maturity level of the students being taught.
- II. The teacher wishing to use a video (e.g. full length movie, TV episode, documentary) must follow the follow guidelines.

Video clips and shorter video segments do not require administrator approval and parental notification unless the media being shown contains material that triggers parental permission as outlined below. Teachers wishing to show a full length movie should consult ahead of time with their administrator, when feasible.

1. Preview the video in its entirety. If the video content/rating triggers parental permission:
 - a. complete the "Classroom Video Approval Form"
 - b. secure approval from the building administrator
 - c. send a "Video Parent Permission Form" home with each student if required in section III below
 - d. provide a supervised viewing assignment of the same value for students whose parent chooses to opt them out.

III. Grade Level and Video Ratings

Shown At Grade Level	MPAA/TV Rating*	Permission Requirements:
K-12	G/TV-Y	no parent permission required for grades K-12
K-5	PG/TV-P	with Principal approval and written parent permission required for grades K-5
6-12	PG/TV-PG	no parent permission required for grades 6-12
6-8	PG13/TV-14	with Principal approval and written parent permission required for grades 6-8
9-12	PG13/TV-14	no parent permission required for grades 9-12
11-12	R/TV-MA	with Principal approval and written parent permission required for grades 11-12
None	NC 17	not appropriate for any grade level

**estimated rating of the clip to be shown*

- IV. Videos must be obtained and shown in compliance with the copyright rules and statutes.
 - a. Video made by taping off-air for use at school may be used if fair-use guidelines for copyright are followed. These guidelines vary depending on the program being broadcast. Consult with individual producers for specific limitations.
 - b. For a school to use a video without paying royalties for a public performance, **ALL FOUR** of these criteria must be met.
 - 1) use must take place in a classroom or similar place devoted to instruction;
 - 2) use must be part of the regular instructional process not for extra-curricular, reward or recreational use;
 - 3) use must be in face-to-face instruction.
 - 4) the video must be a lawfully made or acquired copy.

Revised: June 2022