



ADMINISTRATIVE GUIDELINE

Title: **Video Use & License Guideline**

Effective Date: June 14, 1999

Responsibility: Superintendent of Program
and Schools

Rationale:

Pursuant to the resolution of the Board on May 10, 1998, requiring a policy on the use of film and video within the school, the following are the recommended guidelines:

1.0 **Guidelines for Selection of Film and Video Resources**

- 1.1 Film/video resources shall support and be consistent with the general educational goals and the curriculum guidelines of the province and region and the objectives of individual schools and specific courses.
- 1.2 The film and video resources shall meet high standards of quality in content and presentation.
- 1.3 The film and video resources shall be appropriate for the subject area and for the age, emotional development, ability level, learning styles and social development the students for whom the materials are selected.
- 1.4 The film and video resources shall clearly have aesthetic, literary, and/or social values; isolated parts should only be judged within the intent and context of the whole.

2. **Guidelines for Selecting Non-Board Films and Videos**

- 2.1 All non-Board films and videos must meet the selection criteria in section I
- 2.2 The principal will require teachers to preview material before use with students in order to determine its suitability, presence of excessive bias, inappropriate language, unacceptable content or unsuitable commercial messages.

2. Guidelines for Selecting Non-Board Films and Videos – continued:

2.3 Films classified as:

“R” – Restricted: Must not be shown without approval by the principal and parental permission. In secondary schools only.

PG 13 –

Parental Guidance: Should only be shown in secondary schools when a rationale has been

(Over the age of 13) approved by the principal, and parents have been notified in advance.

PG –

Parental Guidance: May be shown at the secondary level but may only be shown at the elementary level if the parents are notified in advance.

G – General: May be shown at any grade level if appropriate.

2.4 If a teacher plans to use a non-Board film or video which may generate adverse publicity, or in teaching a potentially controversial topic, a rationale should be filed with the principal before showing.