

Book

Operating Guidelines

Section

I - Instructional Program

Title

Video Usage

Number

IJND Operating Guideline

Status

Active

Legal

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Video/audio technology can be an effective part of instruction. The educational use of video/audio resources should, however, be approached with deliberation, selectivity, and careful thought. There should be a clear instructional purpose in use of a video/audio segment. As a result of watching or hearing the video/audio segment, students should perform a particular task or produce a particular product. Video/audio segments or films should not be used during school hours as rewards or as one-time special events that are not part of a specific lesson.

These guidelines are to be followed by Fulton County personnel in the use of any video/audio images, songs, "clips", segments or entire films or recordings. These guidelines apply for all forms of video/audio resources including DVDs, VHS tapes, MP3 files or Internet sites, as well as all media for video/audio

viewing or listening including televisions, computers, electronic tablets, handheld devices such as MP3 players or mobile phones.

1. Films that are Rated

Prior to showing any film not owned by the school system, it must be carefully reviewed in its entirety by the teacher or faculty member intending to show it and permission must be obtained from the Principal or designee (see attached Principal Approval Form.)

The following guidelines define film ratings appropriate for specific school levels and requirements for parental permission. The requirements for parental permission apply even if a film is owned by the school or school system, and whether an entire film is shown or just partial segments. These guidelines apply to classroom use as well as all school-sanctioned events, such as use on a bus or for events.

Video segments or films rated NC17 or X may not be used at any grade level.

a. Elementary

Video images from any film rated PG, regardless of source, including the school media center, require parental permission to be shown at the elementary school level (see Parent Approval Form.). Video images or films from any source rated PG-13 or R cannot be shown at the elementary school level under any circumstances.

b. Middle School

Video images from any film, regardless of source, including the school media center, rated PG or PG 13 require parental permission to be shown at the middle school level (see Parent Approval Form.). Video images or films from any source rated R cannot be shown at the middle school level under any circumstances.

c. High School

Video images from any source rated PG or PG13 do not require parental permission at the high school level. R rated video images or films from any source, including the school media center, may only be shown at the high school level with parental permission (see Parent Approval Form.)

2. Video/audio Resources that are not Rated

Video/audio images, songs, segments, "clips" or films that are not rated, including those found on the Internet, from television shows, or from any other source, must be carefully reviewed in advance for objectionable content by the teacher or faculty member intending to use it. Video/audio segments from Fulton County Schools' official curriculum resources can be used at the appropriate grade levels.

All other unrated video/audio images or recordings that depict real or implied violence toward persons or animals, use profanity, include nudity, or include sexual activity or innuendo should not be used.

School system staff should not provide information to students on how to access such video/audio images or recordings outside of class.

3. Requirements for Use in the Classroom

- a. Writing assignments, work sheets, small-group activities, or other evaluative means should be used to check for active viewing and listening.
- b. Sufficient time should be built into the lesson for student questions and comments during and/or following the viewing/listening experience. Viewing/listening of the video or audio should not extend from bell to bell.
- c. Expectations concerning student viewing/listening behavior should be made clear. Respect, politeness, and courtesy should be stressed before, during, and after the viewing/listening experience.
- d. During viewing and listening, the teacher should circulate and actively supervise the class, answer individual student questions, and insure task-orientation.
- e. The teacher should be an active viewer/listener while video and audio resources are used in the classroom.
- f. Video/audio resources, VHS/DVD rented or purchased and labeled- FOR home viewing only, may NOT be shown in the classroom. This constitutes a Fair Use violation under copyright laws
- g. Video/audio resources downloaded and/or streamed from personal subscription services may not be shown in classrooms.

Cross References: [IJND Video Usage Policy](#)

Legal Reference:

Reference:

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Scope Notes: