



INSTRUCTIONAL AND NON-INSTRUCTIONAL USE OF VIDEOS AND FILMS PROCEDURE (INS-P020)

Clarksville-Montgomery County School System

1.0 SCOPE:

- 1.1 This procedure outlines video utilization, usage and ratings that are followed by teachers and building administrators for video selection for viewing by students.

The online version of this policy is official. Therefore, all printed versions of this document are unofficial copies.

2.0 RESPONSIBILITY:

- 2.1 Teachers
- 2.2 Building Administrators
- 2.3 Level Directors

3.0 APPROVAL AUTHORITY:

- 3.1 Chief Academic Officer

4.0 DEFINITIONS:

- 4.1 Video/Movie Rating: see Attachment B

5.0 PROCEDURE:

5.1 Effective Video Utilization:

- 5.1.1 All videos must be previewed by the teacher before showing.
- 5.1.2 Intended instructional objectives must be written in the lesson plan.
- 5.1.3 Sound instructional principles that maximize instructional time should always be employed (e.g. show only relevant clips, inform students of the instructional purpose, stop and start video to integrate other instructional activities, use pre/post questions and discussions and assessments, etc.)
- 5.1.4 The duration/length of the video or film clip will be included as appropriate in the request for approval to show the film and the lesson plan.

5.2 Video Usage:

- 5.2.1 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
 - 5.2.1.1 Be used with students in “face-to face” instruction with the teacher.
 - 5.2.1.2 Be correlated to instructional objectives.
 - 5.2.1.3 Be shown in a normal instructional setting (not in large group settings such as in a theater or gym).
 - 5.2.1.4 Not be shown for reward, entertainment, fund raising, or the charging of admission.



INSTRUCTIONAL AND NON-INSTRUCTIONAL USE OF VIDEOS AND FILMS PROCEDURE (INS-P020)

Clarksville-Montgomery County School System

5.2.2 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 approved by the building administrator.

5.3 Video Ratings:

5.3.1 Elementary Schools may show G, TV-Y, TV-Y7 and TV-G rated videos without parental permission.

5.3.1.1 PG videos may be shown with written parental permission (ref. INS-F044) and building administrator permission (ref. INS-F045).

5.3.2 Middle Schools may show G, TV-Y, TV-Y7 and TV-G rated videos without parental permission.

5.3.2.1 PG, PG-13, TV-14 videos may be shown with written parental permission (ref. INS-F044) and building administrator permission (ref. INS-F045).

5.3.3 High Schools may show G, PG, TV-Y, TV-Y7 and TV-G rated videos without parental permission.

5.3.3.1 PG-13, R, TV-14 and TV-MA videos may be shown with written parental permission (ref. INS-F044) and building administrator permission (ref. INS-F045).

5.3.4 Non-rated videos, not part of a school’s library, must be approved by a building administrator (ref-INS-F045).

6.0 PERFORMANCE MEASURES:

6.1 Instructional objectives are met.

7.0 INTERACTIONS:

7.1 Parents

8.0 ASSOCIATED DOCUMENTS:

8.1 Permission Slips: [INS-F044](#), [INS-F045](#)

8.2 Copyright laws

9.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
Parental and Building Administrator Permission Slips	School Office	Current school year	Discard as Desire	Locked Building



**INSTRUCTIONAL AND NON-INSTRUCTIONAL
USE OF VIDEOS AND FILMS PROCEDURE (INS-P020)**

Clarksville-Montgomery County School System

10.0 REVISION HISTORY:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
6/24/08		Initial Release

***** End of Procedure *****

VIDEO/MOVIE RATINGS

G rated – A G-rated motion picture contains nothing in theme, language, nudity, sex, violence or other matters that, in the view of the Rating Board, would offend parents whose younger children view the motion picture. The G rating is not a “certificate of approval,” nor does it signify a “children’s” motion picture. Some snippets of language may go beyond polite conversation but they are common everyday expressions. No stronger words are present in G-rated motion pictures. Depictions of violence are minimal. No nudity, sex scenes or drug use are present in the motion picture.

TV-Y - All Children - This program is designed to be appropriate for all children. Whether animated or live-action, the themes and elements in this program are specifically designed for a very young audience, including children from ages 2-6. This program is not expected to frighten younger children.

TV-Y7 - Directed to Older Children - This program is designed for children age 7 and above. It may be more appropriate for children who have acquired the developmental skills needed to distinguish between make-believe and reality. Themes and elements in this program may include mild fantasy violence or comedic violence, or may frighten children under the age of 7. Therefore, parents may wish to consider the suitability of this program for their very young children.

TV-G General Audience - Most parents would find this program suitable for all ages. Although this rating does not signify a program designed specifically for children, most parents may let younger children watch this program unattended. It contains little or no violence, no strong language and little or no sexual dialogue or situations.

PG - A PG-rated motion picture should be investigated by parents before they let their younger children attend. The PG rating indicates, in the view of the Rating Board, that parents may consider some material unsuitable for their children, and parents should make that decision. The more mature themes in some PG-rated motion pictures may call for parental guidance. There may be some profanity and some depictions of violence or brief nudity. But these elements are not deemed so intense as to require that parents be strongly cautioned beyond the suggestion of parental guidance. There is no drug use content in a PG-rated motion picture.

PG-13 - Is this supposed to be TV-PG Parental Guidance Suggested - This program contains material that parents may find unsuitable for younger children. Many parents may want to watch it with their younger children. The theme itself may call for parental guidance and/or the program contains one or more of the following: moderate violence (V), some sexual situations (S), infrequent coarse language (L), or some suggestive dialogue (D)

TV-14 Parents Strongly Cautioned - This program contains some material that many parents would find unsuitable for children under 14 years of age. Parents are strongly urged to exercise greater care in monitoring this program and are cautioned against letting children under the age of 14 watch unattended. This program contains one or more of the following: intense violence (V), intense sexual situations (S), strong coarse language (L), or intensely suggestive dialogue (D).

PG-13 - A PG-13 rating is a sterner warning by the Rating Board to parents to determine whether their children under age 13 should view the motion picture, as some material might not be suited for them. A PG-13 motion picture may go beyond the PG rating in theme, violence, nudity, sensuality, language, adult activities or other elements, but does not reach the restricted R category. The theme of the motion picture by itself will not result in a rating greater than PG-13, although depictions of activities related to a mature theme may result in a restricted rating for the motion picture. Any drug use will initially require at least a PG-13 rating. More than brief nudity will require at least a PG-13 rating, but such nudity in a PG-13 rated motion picture generally will not be sexually

VIDEO/MOVIE RATINGS

oriented. There may be depictions of violence in a PG-13 movie, but generally not both realistic and extreme or persistent violence. A motion picture's single use of one of the harsher sexually-derived words, though only as an expletive, initially requires at least a PG-13 rating. More than one such expletive requires an R rating, as must even one of those words used in a sexual context. The Rating Board nevertheless may rate such a motion picture. PG-13 if, based on a special vote by a two-thirds majority, the Raters feel that most American parents would believe that a PG-13 rating is appropriate because of the context or manner in which the words are used or because the use of those words in the motion picture is inconspicuous.

R - An R-rated motion picture, in the view of the Rating Board, contains some adult material. An R-rated motion picture may include adult themes, adult activity, hard language, intense or persistent violence, sexually-oriented nudity, drug abuse or other elements, so that parents are counseled to take this rating very seriously. Children under 17 are not allowed to attend R-rated motion pictures unaccompanied by a parent or adult guardian. Parents are strongly urged to find out more about R-rated motion pictures in determining their suitability for their children. Generally, it is not appropriate for parents to bring their young children with them to R-rated motion pictures.

TV-MA Mature Audience Only - This program is specifically designed to be viewed by adults and therefore may be unsuitable for children under 17. This program contains one or more of the following: graphic violence (V), explicit sexual activity (S), or crude indecent language (L).