



Policy Name	Use of Non-Print Texts in School Policy
Related Policies and Legislation	Computer Usage Policy Social Media Policy Mobile Electronic Devices Policy
Policy Category	Planning & Management
Relevant Audience	All Treetops Community
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Person/s Responsible for Review	Treetops Administration

Use of Non-Print Texts in School Policy

1. Non-print texts including films, videos, television programs, CD-ROMs, DVDs, MP4s, computer games, web-based material and information such as YouTube, audio recordings of spoken word, song lyrics and music, Application Software and other electronic texts produced by computers may be used as part of the curriculum in all learning areas.
2. Teachers need to clearly establish the curriculum purpose and educational benefits for the use of non-print texts.
3. The use of non-print texts in schools is to be consistent with the legal and duty of care requirements outlined in this document.

Rationale

Non-print texts are important aspects of the curriculum in all learning areas.

In some learning areas such as English and the Arts, non-print texts are vehicles by which the learning outcomes are achieved; in others they are valuable resources that can be used in teachers' teaching and learning programs to assist students to achieve learning outcomes.

Teachers make decisions about what to show or use, based on their professional judgement, their educational goals and the students' development, but also on parental or guardian advice and the legal requirements of the *Western Australian Classification (Publications, Films and Computer Games) Enforcement Act 1996* and the *Copyright Act 1968 (Cth)*.

Duty of Care

- Teachers need to determine the suitability of non-print texts prior to them being used in a classroom context (see web based resources at the end for assistance in this area).
- Parental or guardian permission to use non-print texts must be obtained when students are under the recommended age or where there is any doubt as to the suitability of the non-print text.
- The following information is to be provided when seeking parental or guardian permission:
 - a. A short statement about the item;
 - b. the educational benefits of using the item; and
 - c. its place in the teaching and learning program.

Receiving permission to use a non-print text does not absolve teaching staff from their responsibility to make a judgment about the appropriateness of items to be shown or used with students in class.

- Teachers should be aware of community sensibilities whilst providing the best possible opportunity for student learning.

In keeping with the values and expectations of the school, non-text based materials that promote violence or age in-appropriate 'sexualised' material even if in cartoon form would not normally be considered appropriate. It should be noted that some families may be more conservative in their views than others, if you are aware of this and in doubt as to sensibilities / appropriateness, then where possible discuss the material and its class purpose with the family.

- Parents and guardians have the right to apply to withdraw their children from a particular viewing. Alternate work may need to be provided for students who are withdrawn.
- Teachers should be aware that students may also be exposed to non-print text or contentious material in circumstances beyond the classroom. This could occur during a camp, excursion or during travel to an activity (i.e. the bus has a DVD playing). Whilst every circumstance is different, the teacher duty of care and expectation of parents still applies and teachers should make their best endeavour to apply the same standards.

Guidelines

1. COMPUTER DATA OR PROGRAMS

Sections 101 and 102 of the *Classification (Publications, Films and Computer Games) Enforcement Act 1996* state that a person must not use a computer service (a service provided by or through the facilities of a computer communication system, such as computer data or programs) to transmit an article knowing it to be objectionable material, or to transmit restricted material to a minor.

2. VIDEO/DVD HIRE AND RECORDING

The *Copyright Act 1968* enables teachers to show videos/DVDs in class for educational purposes. Videos and DVDs hired from video hire outlets are subject to terms of a contract between the outlet and the hirer, and this is usually for private, domestic use only. The school, or individual teachers, may, from time to time, enter into written agreements with local hire outlets to use specific material for entertainment purposes.

Content providers such as Village Roadshow will allow education institutions to use their material covered by their copyright as long as it is to be used for educational or entertainment purposes in schools.

Making copies of television transmissions and podcasts previously transmitted from free to air channels is permitted, provided the copies are marked appropriately and they are made for educational purposes. For further information, see the Smart Copying website www.smartcopying.edu.au.

Copies of non print texts that are owned by the school, or by individual teachers, may legitimately be used for educational purposes.

3. CLASSIFICATIONS OF MATERIALS

Classification categories for films and computer games are prescribed under the Australian Government's Classification (Publications Films and Computer Games) Act 1995. Classifications apply to the text in entirety, meaning that the classification will apply even for the playing of scenes or segments. These classifications are divided into two categories, Advisory and Legally Restricted: Advisory (G) (PG) (M) (MA 15+) (E)

Advisory Classifications

- **(G) General Materials** with this classification are suitable for a general audience, but may not be of interest to children. The core understanding of this classification is that parents or guardians should be able to have complete confidence that their children can view the material classified at this level.

Teachers should normally view the video/DVD to ascertain its suitability for the audience for whom it is intended.

If there is any doubt about its suitability, a teacher should not use the material unless or until such doubt is removed. Parents may need to be informed, or their permission granted before materials with this classification are used in a classroom.

- **(PG) Parental Guidance Materials** with this classification may require parental guidance for students under 15 years of age, as they might upset, frighten or confuse students. Teachers are not the parents or guardians, and as such, parents should be notified of a teacher's intent to use PG material in an educational program.

Kindergarten to Year 3, Parent permission must always be obtained prior to the use of each PG rated non-print text.

Year 4 to 7 Parent permission to view PG rated non-print text must be obtained at the commencement of each year. The information provided to parents must include the types of material that may be used and for what educational purposes. Parents have the option of providing qualified permission and to request individual advice regarding what has is to be viewed.

- **(M) Mature Materials** with this classification are recommended for mature audiences 15 years and over. It is not against the law to show materials with this classification to younger students, however, such materials are more suited to mature audiences as they may contain stronger themes and scenes which require a mature perspective. If all educational considerations have been made and it is deemed necessary to use M rated materials with students under 15 years:
 - Teachers must obtain approval from the principal / deputy; and
 - Teachers must inform parents or guardians of students of their intention to use materials with this classification.

- Written parental permission would normally be obtained prior to viewing.

- **Restricted classifications • (MA 15+)**

Mature Accompanied Materials with this classification are restricted. They would not be expected to be used in the school.

- **(E) Exempt.** Only very specific types of material (including educational material and artistic performances) can be exempt from classification, and the material cannot contain anything that exceeds the constraints of the PG classification. Guidelines for using these E materials will be the same as those for PG.

4. USE OF YOUTUBE

Teachers are advised to show video clips directly from YouTube using either You Tube for Schools or Teacher Tube.

ADDITIONAL RESOURCES

Australian Government Guidelines for the Classification of Films and Computer Games 2005
Australian Government, Information for Schools: Showing films and playing computer games.

- The Smartcopying website www.smartcopying.edu.au
- Screenrights website www.screenrights.org

The following websites may be used to gain specific reviewed examples of age appropriate non print material.

- <http://www.kids-in-mind.com>
- <https://www.commonsemmedia.org/movie-reviews>