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**HORIZON SCHOOL DIVISION****Policy Code:**

HNI

**Policy Title:**

Use of Visual Media in the Classroom

**Cross Reference:**

HIB, HG, HNB

**Legal References:****POLICY HANDBOOK****Adoption Date:**

December 8, 2005

**Amendment or Re-affirmation Date:**February 25, 2014

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**POLICY**

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION BELIEVES THAT VISUAL MEDIA SHOWN DURING INSTRUCTIONAL TIME SHOULD DIRECTLY RELATE TO CURRICULUM TOPICS, BE AGE SUITABLE, CULTURALLY APPROPRIATE, CONSIDER COMMUNITY CONTEXT, AND HAVE CLEAR EDUCATIONAL BENEFITS.

**DEFINITION**

For the purposes of this policy visual media is defined as visual productions (e.g. TV shows, movies, commercials, YouTube, or other one-time images or video clips).

**PROCEDURES****VISUAL MEDIA**

1. Movies and documentaries shall only be shown in schools with the approval of the school principal, unless it is an approved resource by Alberta Education and/or available through Alberta Education's video streaming sites. Professional staff, in consultation with the principal, shall use professional judgment regarding suitability to age, culture, school and community context.
2. Professional staff shall adhere to the following procedures when using visual media during instructional time:
  - 2.1. Movies and documentaries shall directly correlate to curriculum outcomes
  - 2.2. All visual media should only be shown if it has obvious educational value
  - 2.3. All visual media should be previewed prior to showing it
  - 2.4. The school shall adhere to Horizon Policy HIB Copyright and the Canadian Copyright Act for all visual media
  - 2.5. Professional staff should to the best of their ability and with guidance from the principal consider age, culture, and community context when showing visual media.
  - 2.6. Professional staff will use their professional judgment as to whether the principal should be consulted regarding the necessity for parent permission. When a principal deems it necessary, parents shall be informed of the nature of the visual media to be shown and its content prior to students viewing the visual media

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- 2.6.1. Parents may exempt their students from watching visual media. In such cases the school shall provide the student(s) with an alternative learning activity
3. Age appropriate visual media may be shown to students in school for entertainment purposes during out-of-class time and with the approval of the school principal.
4. During field trips, extra-curricular activities and other off campus activities including travel, visual media may be shown in accordance with copyright laws and procedures outlined in (2) of this policy.
5. Schools will adhere to terms of service. Some providers have terms of service that do not allow for the public classroom display of their streaming videos.