

## **REGULATION #8801.1**

### **COPYRIGHT LAW COMPLIANCE**

---

#### **1. SCHOOL DISTRICT RESPONSIBILITY**

School District No. 36 (Surrey) is responsible for providing leadership and guidance to the schools and district sites in understanding copyright law compliance. This should be done in collaboration with various district departments and the Director of Instruction responsible for Library and Learning Resources.

Communication and development of understanding regarding copyright compliance may include:

- a) The production and distribution of information to be shared with staff at school and district sites;
- b) Posting of information on district electronic sites;
- c) Ensuring that all school district employees are apprised of the guidelines as to the appropriate use of copyrighted materials;
- d) Ensuring that schools and district sites are provided with a supply of labels or stickers that must be applied to all equipment which is capable of reproducing copies in any form.

#### **2. SCHOOL/SITE RESPONSIBILITY**

2.1. School district employees may not use the rental of audio, video, DVD or computer software in the classroom unless a valid school or district site license permitting such use has been obtained. These licenses are available from copyright owners or companies who may represent studios and/or producers and allow specified materials to be screened or used in schools and classrooms without infringing on the Canadian Copyright Act.

2.2. Principals of schools and managers of operations/departments are to check to ensure the equipment capable of reproducing copyrighted material has the appropriate label or sticker placed on the equipment.

## **REGULATION #8801.1 COPYRIGHT LAW COMPLIANCE**

---

- 2.3. Principals of schools and managers of operations/departments are responsible for communicating copyright requirements and supporting copyright compliance in their areas of responsibility. This includes, but is not restricted to:
- a) Being aware of current requirements in relation to public performance rights for videocassettes, DVD or music in any form.
  - b) Software licensing.
  - c) Photocopying.
  - d) Materials obtained from the Internet.
  - e) School/district productions such as:
    - Concerts
    - Recitals
    - Musicals
    - Plays

*Revised:* 2004-03-02  
*Approved:* 1992-06-11