

## INSTRUCTION

### USE OF VIDEO MEDIA, VIDEO CLIPS, AND PODCASTS

Online video media, video clips and podcasts, like any supplementary instructional material, must be directly aligned to the District's curriculum. Media used must be designed for students to view in order to learn a concept or skill that is part of a unit standard.

Prior to use within the classroom or school building, video media, video clips and podcasts must be:

- previewed *in full* by the teacher and
- approved in writing by a building administrator.

As stated in Policy 645.13, any video rated "G" generally is acceptable for use in school. In the case of video media, video clips and podcasts for which no rating is given, the following guidelines will be applied in determining the appropriateness of content:

- The video media, video clip or podcast does not contain themes, language, or other elements that are inappropriate for the children who will view it.
- There are no swear words or other strong words.
- Depictions of violence are minimal.
- No nudity, sex scenes or drug use are included.

When video media, video clips, or podcasts will be shown to students, parents of the students must be given prior notice of the activity and an opportunity to opt their children out of the activity. Notice to parents must include the content and purpose of the material, the date and time the material will be shown, and information about how to opt their student out of the viewing.

Any staff member who fails to follow the above procedures will be subject to remedial action and appropriate disciplinary action ranging from a written reprimand to dismissal.

Adopted: June 14, 2012