

## Media Viewing Policy

**This policy is applicable to:** Staff, students and parents

<b>Managed by:</b>	Combined Executive Team	Version: 4
<b>Contact position:</b>	Risk and Compliance Officer	Date approved: 2018
<b>Contact number:</b>	9298 9100	Next review date: 2021



## Media Viewing Policy

### Rationale

The viewing of suitable movies, documentaries, computer games and various publications is an integral part of the curriculum across all learning areas. However, the age and content appropriateness of the material is to be considered before students are able to view such materials in class or for research.

### Purpose

When assessing whether materials are appropriate for use in an educational context, staff will consider the following:

- Select material which is suitable to the developmental needs of students in their classes.
- Ensure that they provide parents with the opportunity to refuse consent for their child to view a film.
- Ensure the relevance of the material used in the film, DVD, video, etc is in following with the curriculum.
- Ensure they have followed the recommended classifications within the classification framework.

### Suitability of films and computer games for various age groups

Each classification carries a classification marking which is used to help teachers decide on the suitability of a film or computer game for their students. There are phrases next to the classification symbol which provide extra information about the content of the film or computer game. The phrases indicate the strongest classifiable elements contained in the film or computer game.

### Classification of films and computer games

The Classification Board and Classification Review Board classify films and computer games so that members of the community can make decisions about the type of material they choose to watch or play. The *Classification (Publications, Films and Computer Games) Act 1995 (Cth)* and *Broadcasting Services Act 1992 (Cth)* guide this policy.

### Copyright

It is not a breach of the Copyright Act to use hire video tapes/DVDs in the school for the educational use of students. However, it could be a breach of the hire agreement if the franchise owner is not made aware of the intended use.

Personally owned video tapes/DVDs can be used in the school provided they are for the educational use of students.

It is unlawful to use video tapes/DVDs in schools where members of the public (including parents) are present, without obtaining a performing licence from the copyright owner.

Schools must obtain a licence to play films for non-educational purposes including excursion bus travel, school camps, sport rainy day or lunchtime activities. The Co-Curricular Licence helps ensure that the College does not inadvertently breach copyright.



**Directions:**

1. All audiovisual materials must be previewed by teachers prior to use with students. The teacher should give particular consideration to the suitability of the material in the educational context and the age and maturity of the intended audience.
2. The classification categories below outline the necessary steps to be taken in order to use the appropriately classified material.
3. Parents are to be informed in advance of any presentation so that they have the opportunity to withdraw their child from the viewing. The attached permission notes should be used depending on the classification of the material.
4. Any material in the restricted classification category must have approval from the Principal prior to sending letters home to parents/guardians.
5. Permission letters are to be retained in the Department records.
6. Students who, for whatever reason, are not permitted to view or use the material, must be provided with appropriate, relevant alternative work.

**Classification Categories – ADVISORY CLASSIFICATIONS**



**General exhibition** -This classification is for a general audience.

- \* Students in year K to Year 12 are permitted to view G rated material at school.



**PG Material –**

- \* Material in this classification might upset, frighten, or confuse younger students.

\* Teachers must seek parental permission from parents for primary school students or students under 15 years.

\* Teachers should advise parents of students aged over 15 years that material with this classification will be shown to students.



**Mature Audiences –**

- \* This classification is recommended for students who are 15 years and over.

\* It is not against the law to show this material to younger students; however, this category is more suited to mature audiences because the films and computer games may contain themes and scenes which require a mature perspective.

\* The material should have particular relevance to the course of study and should only be considered when other related resource material is limited.

\* Teachers must advise parents of students aged under 15 years that material with this classification will be shown to students.

\* Teachers should advise parents of students aged over 15 years that material with this classification will be shown to students.

\* For students in years 11 and 12, informing parents in advance may take the form of a notification to parents at the beginning of the course that material classified M may be shown during the course.



## Classification Categories - AGE RESTRICTED CLASSIFICATIONS

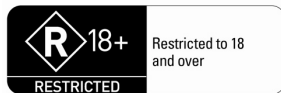


### Material classified MA 15+

- \* MA15+ films are not suitable for people under 15 because the content is strong in impact.
- \* There are legal restrictions governing who can be admitted to view MA 15+ films. The restrictions apply to persons who are under 15 years.
- \* The classifiable elements are: themes, violence, sex, language, drug use and nudity. Parents must be made aware which elements are present in the material to be shown.
- \* The material should have particular relevance to the course of study and should only be considered when other related resource material is unavailable.
- \* Decisions about whether the use of MA 15+ classified films, television material in the school must be approved by the Principal.
- \* Parents must be informed in writing in advance of presentation of the content and classification of the material. Parents written approval will be required for their child to participate in viewing this material.
- \* Students who are 18 years or older and living apart from their parents may sign their own approval.

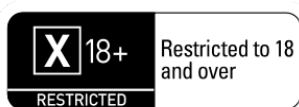
*What is the difference between M and MA15+?*

*Both of these classifications can be seen by students by themselves who are 15 years or older. However, material classified MA 15+ is legally 'restricted'. Students aged under 15 cannot view MA 15+ material unless accompanied by a parent or guardian.*



### R 18+ classification -

- \* R 18+ films are not suitable for people under 18 because the content is high impact.
- \* There are legal restrictions governing who can be admitted to R 18+ films.
- \* Regardless of the students' ages, films classified R 18+ must not be shown to school students under any circumstances.



### X 18+ classification -

- \* X18+ films cannot be publicly exhibited.
- \* It is a crime to allow this film to be seen by a person under 18 years.
- \* Regardless of the students' ages, films classified X 18+ must not be shown to school students under any circumstances.

Where the classification is not available, or the material is exempt from classification, teachers will ensure that they have a sound understanding of the content and its possible impact, prior to use in any learning experience.

Teachers may wish to visit the IMDb website for further information on a particular film as it often provides details about controversial contexts, topics or themes.

Note – students at Helena College will turn 15 during year 9. It is important to check SEQTA for the current age of each student in the class.



## Further information

- Department of Communications and the Arts, Australian Classification website at <http://www.classification.gov.au/>
- Screenrights website at <https://www.screenrights.org>
- The Smartcopying website at <http://www.smartcopying.edu.au>
- Roadshow PPL website at <http://roadshowppl.com.au>

## References

NSW Department of Education and Training “Audiovisual material in Schools – Procedures for Use Memorandum to Principals”, November 2010.

St Mark’s Anglican Community School “Technology and Media Use Policies”, February 2014.

The Western Australian Department of Education “Use of non-print texts in schools Policy”, May 2011.

Note – Once the appropriate permission note is complete it should be printed on College letterhead.



{Date}

## HELENA COLLEGE VIEWING POLICY PG RATED MATERIAL XXXX PERMISSION

Dear parents and guardians

In acknowledgement of the Helena College Viewing Policy, this letter requests permission to play PG rated material in Year \_\_\_\_\_:

- That teachers will give notice to parents of an upcoming proposed viewing of any PG rated material. This notice may be via email, SEQTA or letter
- That teacher/s have viewed the material and judged the educational benefits of viewing the film to be suitable for the curriculum

This letter gives teachers permission to show either segments or the film in its entirety to the class other than those students of whom permission is withdrawn.

Below is some additional information regarding the PG rating from the Australian Classification Board.

### PG – PARENTAL GUIDANCE RECOMMENDED



The impact of the classifiable elements for material classified PG should be no higher than mild.

*Note – Material classified PG may contain material which some children find confusing or upsetting, and may require the guidance of parents or guardians. It is not recommended for viewing or playing by persons under 15 without guidance/permission from parents or guardians.*

If you are happy for your child to view PG related material during the school year, please sign and return the permission form below and return it to your child’s teacher.

✂-----

Yes I give permission for my student \_\_\_\_\_ from \_\_\_\_\_ (class/homeroom) to view the film / DVD.

No, I do not give permission and understand alternate work will be provided.

Parent name (PRINT): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



{Date}

Dear parents and guardians

Permission is sought for your student to view the following PG rated film / DVD as part of their curriculum studies in the ..... department.

The screening of {film name} is in accordance with the school's Media Viewing Policy. Below is some additional information regarding the PG rating from the Australian Classification Board.

### PG – PARENTAL GUIDANCE RECOMMENDED



The impact of the classifiable elements for material classified PG should be no higher than mild.

*Note – Material classified PG may contain material which some children find confusing or upsetting, and may require the guidance of parents or guardians. It is not recommended for viewing or playing by persons under 15 without guidance from parents or guardians.*

#### Classifiable Elements {highlight the appropriate elements}

THEMES – The treatment of themes should generally have a low sense of threat or menace and be justified by context.	VIOLENCE – Violence should be mild and infrequent, and be justified by context. Sexual violence is not permitted.
SEX – Sexual activity should be mild and discreetly implied, and be justified by context.	LANGUAGE – Coarse language should be mild and infrequent, and be justified by context.
DRUG USE – Drug use should be justified by context.	NUDITY – Nudity should be justified by context.

The educational benefits of viewing this film / DVD are as follows:

If you are happy for your child to view {Film Name}, please sign and return the permission form below by {Date}.

If you have any queries or concerns in regards to the screening of {Film Name}, please do not hesitate to contact me using the details provided.

Yours faithfully

Teacher name  
Teacher e-mail

✂-----

Yes I give permission for my student \_\_\_\_\_ from \_\_\_\_\_ (class/homeroom) to view the film / DVD (enter title here) \_\_\_\_\_ .

No, I do not give permission and alternate work will be provided.

Parent name (PRINT): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



{Date}

Dear parents and guardians

Permission is sought for your student to view the following M rated film / DVD as part of their curriculum studies in the ..... department.

The screening of {film name}, to this particular year group, is in accordance with the school's Media Viewing Policy. Below is some additional information regarding the M rating from the Australian Classification Board.

### M – MATURE AUDIENCES RECOMMENDED



The impact of the classifiable elements for material classified M should be no higher than moderate.

*Note – Material classified M is not recommended for persons under 15 years of age. Whilst there are no legal restrictions on access, the College requires that parents of students under 15 are asked for permission before viewing commences.*

### Classifiable Elements {highlight the appropriate elements}

THEMES – The treatment of themes may have a moderate sense of threat or menace, if justified by context.	VIOLENCE – Moderate violence is permitted, if justified by context. Sexual violence should be very limited and justified by context.
SEX – Sexual activity should be discreetly implied, if justified by context.	LANGUAGE – Coarse language may be used. Aggressive or strong course language should be infrequent and justified by context.
DRUG USE – Drug use should be justified by context.	NUDITY – Nudity should be justified by context.

The educational benefits of viewing this film / DVD are as follows:

If you are happy for your child to view {Film Name}, please sign and return the permission form below by {Date}.

If you have any queries or concerns in regards to the screening of {Film Name}, please do not hesitate to contact me using the details provided.

Yours faithfully

Teacher name  
Teacher e-mail

✂-----

[ ] Yes I give permission for my student \_\_\_\_\_ from \_\_\_\_\_ (class/homeroom) to view the film / DVD (enter title here) \_\_\_\_\_ .

[ ] No, I do not give permission and understand alternate work will be provided.

Parent name (PRINT): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_





{Date}

Dear parents and guardians

Permission is sought for your student to view the following MA 15+ rated film / DVD as part of their curriculum studies in the ..... department.

The screening of {film name}, to this particular year group, is in accordance with the school's Media Viewing Policy. Below is some additional information regarding the Ma 15+ rating from the Australian Classification Board.

### MA – MATURE AUDIENCES



The impact of the classifiable elements for material classified M should be no higher than strong.

*Note – Material classified MA 15+ is considered unsuitable for persons under 15 years of age. It is a legally restricted category and the College requires permission from parents before viewing commences.*

#### Classifiable Elements {highlight the appropriate elements}

THEMES – The treatment of strong themes should be justified by context.	VIOLENCE – Violence should be justified by context. Sexual violence may be implied, if justified by context.
SEX – Sexual activity may be implied.	LANGUAGE – Coarse language may be used. Aggressive or very strong course language should be infrequent.
DRUG USE – Drug use should be justified by context.	NUDITY – Nudity should be justified by context.

The educational benefits of viewing this film / DVD are as follows:

The showing of this film / DVD has been approved by the Principal on the (date) .....  
If you are happy for your child to view {Film Name}, please sign and return the permission form below by {Date}.

If you have any queries or concerns in regards to the screening of {Film Name}, please do not hesitate to contact me using the details provided.

Yours faithfully

Teacher name  
Teacher e-mail

✂-----

[ ] Yes I give permission for my student \_\_\_\_\_ from \_\_\_\_\_ (class/homeroom)  
to view the film / DVD (enter title here) \_\_\_\_\_ .

[ ] No, I do not give permission and understand alternate work will be provided.

Parent name (PRINT): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_