

COPYRIGHT COMPLIANCE

Background

The fair dealing provision in the Copyright Act permits use of a copyright-protected work without permission from the copyright owner or the payment of copyright royalties. The following guidelines apply fair dealing in K-12 schools and provide reasonable safeguards for the owners of copyright-protected works in accordance with the Copyright Act u.141 TAccsssiht

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- 2.4.5 An entire newspaper article or page;
 - 2.4.6 An entire single poem or musical score from a copyright-protected work containing other poems or musical scores;
 - 2.4.7 An entire entry from an encyclopedia, annotated bibliography, dictionary, or similar reference work.
- 2.5 Copying or communicating multiple short excerpts from the same copyright-protected work with the intention of copying or communicating substantially the entire work is prohibited.
3. Use of copyrighted materials that do not fall under the Fair Dealing Guidelines is not permitted without the approval of the Superintendent. Where school staff or students wish to use copyrighted materials, they must:
- 3.1 Obtain permission to copy from the copyright holder, and
 - 3.2 Where requested, a royalty must be paid to the copyright holder.
4. Principals will review AP 190 Copyright Compliance and Appendix A with their staff on a yearly basis to ensure that staff are aware of the procedures and guidelines for fair dealing. Teachers are to have knowledge of and be familiar with the Copyright Decision Tool and “Copyright Matters!” available at <https://www.cmec.ca/en/>.

Reference: Sections 17, 20, 22, 65, 85 School Act
Copyright Act
Copyright Modernization Act
Council of Ministers of Education (CMECToolni5, 855,Td [(C)6 (opy)-2.7 (r)3.7 (i)12.7 (ght)1.9 (A)17.7 yo5

Administrative Procedure 19.0 - Appendix A

Modification to this document is not permitted without prior written consent from SD No. 40 (New Westminster)

