

Round Rock Independent School District

10/2003

RRISD Procedures for Using Visual Media

- Complete and submit a Visual Media Notification/Approval form to the principal or designee, and receive principal or designee approval before showing visual media.
- Relate all visual media used in instruction directly to the curriculum.
- Use visual media for education purposes only, not for entertainment or reward.
- Obtain parental approval if the media's rating is other than G at the elementary level.
- Obtain parental approval if the media's rating is other than G or PG at the middle school level.
- Obtain parental approval if the media's rating is other than G, PG, or PG-13 at the high school level.
- Use the Instructional Media Notification/Permission letter if parental approval is needed.
- Preview all visual media before using it with students.
- Prepare an alternative assignment for a student(s) who is not permitted to view a visual media presentation.
- Show portions of a copyrighted work, but never edit a copyrighted work.

***Exemption:** A parental notification procedure is already in place for materials that have been approved by the RRISD Board of Trustees.*

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