

LIBRARY COPYRIGHT POLICY

PURPOSE

The purpose of this policy is to provide information on copyright issues to all staff and students at St Andrew's Cathedral School. This is linked to the Academic Honesty policy of the school.

PHILOSOPHY

Copyright is an issue which affects the whole school. As large users of copyright material, schools need to be aware of the limitations on use of copyright works, such as copying pages from a text book, showing a video, or putting on a play.

Copyright law protects a variety of materials from being reproduced. It is contained in the Commonwealth Copyright Act 1968. The Copyright Act places materials into two categories: works and other subject matter.

- a) Works – artistic works such as paintings, sculptures, graphics, cartoons, drawings, photography; written material such as textbooks, novels, newspaper and magazine articles, song lyrics; dramatic works such as plays, mime and screenplays; musical works such as song music, melodies and advertising jingles; computer software and databases.
- b) Other subject matter – films, video recordings, DVDs, television programs, advertisements, music videos, CD, Mp3 and Mp4 files, television and radio broadcasts. XXX

IMPLICATIONS

There are legal implications concerning Copyright infringement. Offenders risk prosecution in court and payment of fines.

Copyright laws are constantly under review. The *Copyright Amendment Act 2006* resulted in measures regarding copyright enforcement taking place as of 1 Jan 2007. Copyright Amendment Regulations 2006

Copyright infringement is a criminal offence punishable by law. Copyright law legally protects copyright owners and recognizes the right to protect their economic interests. Copyright infringement occurs when copying material without the owner's permission. There are exceptions however, that allow some materials to be copied without permission.

Staff at SACS should check Copyright terms and conditions before viewing videos, films, podcasts, photocopying pages, putting on a play and anything that may involve copyright to ensure they are permitted to use works for 'educational purposes'.

IMPLICATIONS FOR ST ANDREW'S CATHEDRAL SCHOOL LIBRARY

- As copyright laws are constantly under review, members of SACS library staff attend the copyright seminars most years.
- Library faculty meetings are also held regularly to inform all library staff about updates to copyright law and copyright decisions under review. Copyright information is also disseminated to all members of SACS staff.
- The design of library research units minimizes the opportunity for plagiarism.
- The library raises awareness of students with regard to copyright, academic honesty and plagiarism by teaching digital citizenship and citation conventions.
- The library supports the HSC : All My Own Work program which emphasise honest, ethical practices in effective research.
- The library supports the use of the Turnitin program to emphasise honest, ethical practices in effective research.
- Visible compliance notices regarding copyright are prominently displayed on or near all computers, scanners and photocopiers in the library.
- The vertical file is checked from time to time for copyright compliance.
- SACS pays license fees each year so that the school can legally copy programs that have been broadcast and use educational copyright provisions.
- Digital recordings have an attachment concerning copyright.
- DVDs have a compliance sticker attached and labelled:
- *“Made for St Andrew’s Cathedral School’s educational purposes under Part VA, Copyright Act 1968.” The date the program was broadcast, date the copy was made and other details are also included.*

RELATED DOCUMENTS

Copyright Act 1968.

Copyright law comes from the Copyright Act and from court decisions.

Australian Copyright Council

The Australian Copyright Council provides information about copyright in Australia. It is an independent non-profit organization.

Copyright Agency Limited (CAL)

CAL is an Australian copyright management company. It represents and manages copyright owners such as publishers, artists and authors. CAL acts as an agent to license the copying of their works.

Smart Copying

Smart Copying is developed by the Copyright Advisory Group. It gives a comprehensive guide to copyright in Australian schools.

Screenrights

Screenrights represents copyright owners of audio-visual products (such as: film, television and sound recordings.)

Australasian Performing Rights Association (APRA)

APRA collects and distributes licence fees for public performance of musical works of behalf of members (eg. composers, songwriters, music publishers)

National Copyright Guidelines

The National Copyright Guidelines provide a quick reference guide to copyright issues affecting Australian schools.

HSC : All My Own Work

HSC : All My Own Work is a short reference guide to help students in effective, honest research.

Turnitin

SACS Library subscribes to Turnitin and staff are available to support staff and students in its use.

MONITORING AND REPORTING REQUIREMENTS

The Leader of Learning (Information & Research services) will monitor the implementation of this policy and will report as required, to the Executive staff and the Head of School.

APPENDICES

APPENDIX A - Statutory Broadcast Licence

APPENDIX B - Statutory Print Licence

APPENDIX CAPRA Licence for the Public Performance and Communication of Musical Works by Schools

APPENDIX D - AMCOS Licence for the Photocopying of Printed Musical Works by Schools for Educational Purposes

APPENDIX E - AMCOS/APRA/ARIA Licence for the Reproduction of Musical Works and Sound Recordings by Educational Institutions

APPENDIX F - Notices