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| Hollywood High School **VIDEO APPROVAL FORM**  **(This form is to be used for any film rated R or PG-13, NC-17 films are not permitted)** |
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Instructor: Date:

Subject: Grade(s):

Title of video to be shown:

Activity:

Instructional Objective:

Common Core State Standard Addressed:

Date or dates of use for classroom instruction:

Last date a video was shown in this class

Source of video/DVD

\_\_\_\_\_ school media collection

\_\_\_\_\_ guest speaker

\_\_\_\_\_ recorded from television

\_\_\_\_\_ other (please explain)

\_\_\_\_\_ rating, if theatrical film/movie

I intend to show: \_\_\_\_\_ entire film *or* \_\_\_\_\_ excerpts

I have previewed this video in its entirety: \_\_\_\_\_ Yes \_\_\_\_\_ No

Teacher Name Date Administrative Approval Date

**Completed forms should be kept on file for review.**

**VIDEO USAGE APPROVAL GUIDELINES**

1. A completed and approved Video Presentation Approval form is required for all videos

used in the classroom that are rated R or PG-13.

2. The completed form must be submitted to an administrator for approval a minimum of

three days before planned usage.

3. The approved form must be posted outside the classroom when a video is being shown.

4. Use of videos by substitute teachers:

- Emergency lesson plans may include a pre-approved video usage form.

- A viewing guide/student activity must be included for use by the substitute.

- Department chairs may create a list of video programs by course/subject area

that may be approved for use.

5. The term ‘Video’ as used in these guidelines applies to all video formats, including DVD,

streaming video, VHS, etc.