

## Copyright Policy

Woods Charter School recognizes and respects intellectual property rights. As part of our mission to maintain the highest standards of ethical conduct, we are committed to fulfilling our moral and legal obligations with respect to our use of copyright-protected works.

As a matter both of moral integrity and of adherence to U.S. copyright law, Woods Charter School sets forth this policy for all employees and students to demonstrate respect for intellectual property and compliance with federal law.

Woods Charter School employees and students may use or reproduce copyrighted materials only in accordance with the provisions of the copyright laws currently in force under Title 17 of the United States Code. Copyrighted works include, but are not limited to the following: printed articles from publications, TV and radio programs, audio and video recordings, music performances, sheet music, photographs, training materials, manuals, and documentation. In general, the laws that apply to printed materials are also applicable to visual and electronic media.

Any use or reproduction of copyrighted materials will be done either with the written permission of the copyright holder or within the bounds of "Fair Use" guidelines provided in the Copyright Act; otherwise, the individual responsible for use or reproduction may be liable for infringing the copyright under existing laws. No one may use unlawful copies of copyrighted materials on school property. No one may make unlawful copies of copyrighted materials on school equipment.

For more information about copyright and fair use guidelines please access:

<http://www.dpi.state.nc.us/copyright1.html> and  
<http://www.copyright.gov/circs/circ21.pdf>

**Date Adopted: August 14, 2008**