

## STUDENTS

Policy Title: **Web Page Creation Policy**

Code No. **510.2B**

### **Osage Community School District Copyright Web Publishing Rules**

Copyright law and district policy do not allow the re-publishing of text or graphics found on the Web on district Web sites or file servers without explicit written permission.

1. For each re-publishing (on a Web site or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. In many cases, that notice should also include the URL (Web address) of the original source.
2. Students and staff engaged in producing Web pages must provide the web team with e-mail or hard copy permissions to file before the Web pages are actually published. In the case of "public domain" documents, printed evidence must be provided to document the status of the materials.
3. The failure of a site to display a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. If the materials have been improperly and illegally displayed by a Web site, the manager of that Web site may not be considered a source of permission.
4. The "fair use" rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
5. Student work may only be published if there is written permission from both parent and student with the District's Web Publishing Form.

Staff members and students with questions regarding these guidelines are advised to check with the web site team before proceeding with the collection of images and text.

#### **Internet Copyright Resource for Further Study**

THE STANFORD COPYRIGHT & FAIR USE SITE (<http://fairuse.stanford.edu/library/faq.html>)  
A comprehensive offering of articles and resources exploring copyright issues.

Warning: The rules posted above are the guidelines which must be followed in this school district. The district does not take responsibility for the contents of outside sites listed here and does not by their listing endorse the points of view represented at any particular site.

Adapted from the Bellingham Schools Home Page  
Bellingham Public Schools, 1306 Dupont, Bellingham, WA 98225 (360) 676-6400  
Web Site Address: <http://www.bham.wednet.edu>

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