
Subject: Copyright
Effective: July 1, 1984
Revised: June 1994; April 1st, 2003

1.0 PURPOSE

This policy establishes the Department of Education's expectations respecting copyright laws and agreements.

This policy was previously titled Policy 117 – Copyright Laws Pertaining to Microcomputer Software and Documentation.

2.0 APPLICATION

The policy applies to the Department of Education, all school districts and schools.

3.0 DEFINITIONS

Copyright is the legal protection of literary, dramatic, artistic, and musical works, sound recordings, performances, and communications signals (for example, radio and television programs).

4.0 LEGAL AUTHORITY

The Canadian Copyright Licensing Agency licensing agreement, to which the Province of New Brunswick is a signatory.

5.0 GOALS / PRINCIPLES

- 5.1 The Department of Education respects copyright agreements and Canadian copyright laws.
- 5.2 The Department of Education believes it is important that all staff understand their rights respecting the use of copyrighted material and the related limitations and requirements.

6.0 REQUIREMENTS / STANDARDS

- 6.1 The Department of Education, school district and school staff must adhere to the provisions of the Canadian Copyright Licensing Agency (Access Copyright, formerly CANCOPY) licensing agreement to which the Province of New Brunswick is a signatory.
- 6.2 Staff are expected to adhere to the terms of the licence that accompanies any purchased software (for further information, see [Copyright Matters! Some Key Questions and Answers for Teachers](#), page 11).

ORIGINAL SIGNED BY

MINISTER

7.0 GUIDELINES / RECOMMENDATIONS

- 7.1 All staff should be aware of how Canadian copyright laws and the Access Copyright (formerly CANCOPY) agreement apply to their work environment. For further information, the document [Copyright Matters! Some Key Questions and Answers for Teachers](#) (CMEC, Canadian School Boards Association and the Canadian Teachers' Federation, September, 2000), as well as other documentation, can be found at the CMEC website at: www.cmec.ca/copyright

8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING

- 8.1 A District Education Council may make policy respecting copyright matters not inconsistent with this policy or relevant agreements and laws.

9.0 REFERENCES

The Instructional Resources Branch homepage contains information regarding school book and audio visual services, relevant links, and newsletters: www.irrp.nbed.nb.ca/.

The Access Copyright website at: www.accesscopyright.ca/

The CMEC copyright website at: www.cmec.ca/copyright

[Copyright Act](#) (Canada)

10.0 CONTACTS FOR ADDITIONAL INFORMATION

Department of Education – Instructional Resources Branch
(506) 453-2246

Department of Education – Information Systems Services
(506) 453-7158

ORIGINAL SIGNED BY

MINISTER