



# Board of Trustees Policy: Intellectual Property

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## Policy Statement

1. James Cook High School Board of Trustees acknowledge that the learning resources and other materials created by school staff in the course of their employment are an important asset and form a large part of the school's intellectual capital.
2. The open and free exchange of information, knowledge and resources, and the collaborative production of copyright works that are made freely available allows our students' access to a wider range of high-quality learning resources and materials than would otherwise be possible.

## Guidelines

3. The Board of Trustees holds first ownership of copyright of works produced by the Board's employees in the course of their employment under section 21(2) of the Copyright Act 1994 (NZ).
4. There can be no claim over the ownership of copyright works produced by students. The copyright to these works remains with the creator.
5. Copyright in works produced by an employee other than in the course of James Cook High School employment, remains the property of that employee. Where this is unclear, a process for dispute resolution, shall apply.
6. This policy only applies to copyright works, and not to any other forms of intellectual property.
7. The Board will meet its obligations, through the Tumuaki•Principal will:
  - a) Apply by default a Creative Commons Attribution Licence to all teaching materials and policies in which the Board of Trustees of the school owns copyright.
  - b) Apply a Creative Commons Attribution licence to other copyright works, aside from those described in (5)
  - c) Transfer to the original creator the copyright in created works licensed by the school under a Creative Commons Attribution or Creative Commons Share-Alike licence
  - d) Ensure that all staff are aware of the terms of this Policy and how it relates to teaching resources they develop in the course of their employment at the school.

Chairperson \_\_\_\_\_

Date: September 2020

<b>Policy History</b>	
Date	Action
May 2019	Adopted by Board
Sept 2020	Reviewed and Amended
May 2021	Reformatted