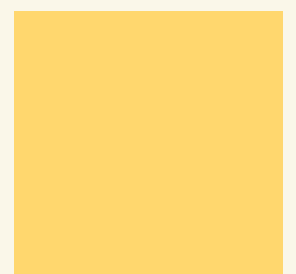
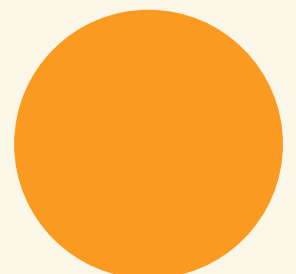


Schools Licence User Guide

ICLA 2021–2022

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- x Government publications** - Public Sector Information is published under a Creative Commons CC-BY licence unless otherwise specified.
- x Maps and charts** - Works that consist predominantly of maps/charts. 'Charts' means charts that are similar to maps, e.g. sea charts, weather charts and hydrographic charts. (Other types of charts – e.g. pie charts and flow charts – are covered by the Licence). Information about the licensing of Ordnance Survey Ireland products can be found at www.osi.ie.
- x Work-cards and assignment sheets** - Publications intended for a student to write on and for once-only use.
- x Printed music** - Musical scores, including the words.
- x 'Grey literature'** - Leaflets, reports and other publications without an ISBN or ISSN.

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Works excluded by Irish publishers

The Licence does not cover the excluded works listed below by Irish publishers:

- x Examination papers published by the Educational Company of Ireland [Junior and Leaving Certificate]
- x Educational Research Centre – all Drumcondra Test material
- x Higgins and Higgins Music – all publications
- x Music Avenue – all publications
- x Church of Ireland Board of Education – all publications except *Follow Me* programme
- x *Technical Graphics* by Denis O’Connor, published by the Educational Company of Ireland
- x Plus Publications – *Français Plus*
- x ICS SKILLS – all publications
- x McKeon Murray (MKM) Business Training Services – all publications
- x Tara Publishing Limited – all publications
- x The Irish Farmer’s Handbook

In respect of works published in the UK and the US, please refer to the Excluded Works search on our website www.icla.ie.

Checking the Excluded Works list

ICLA updates the list of Excluded Works at the start of each academic year. Someone at your school should be given the responsibility of checking the list for any changes at that time, and communicating changes to other staff members, but there is no need to check on the occasion of each use of a work.

What to do if a copied work becomes excluded during the academic year

If a work not previously excluded becomes excluded during an academic year, we will notify all relevant Licensees. Any digital copies of that work should be deleted within one month of receipt of such notification. However, if any of these digital copies are still being used for a course at the time of notification, the use can be continued until the end of the academic year.

