



A guide for schools



If your school is recording or copying music, then you may need to obtain a Schools Limited Manufacture Licence.

The Schools Limited Manufacture Licence

MCPS and PPL offer a quick and easy joint licence via their agent the Centre for Education & Finance Management (CEFM) to cover their music rights in schools.

The specially designed licence for schools grants you permission to legally use music, in productions recorded or copied onto USB, laptops, CDs, DVDs and other devices. The MCPS and PPL repertoire consists of millions of songs across all genres, including many commercial artists.

What does the licence allow my school to do?

The licence provides your school with permission to produce content containing up to 120 minutes of music per copy. This would cover things such as:

- the recording of student performances
- student films containing music
- audio visual content for assemblies and presentations
- supporting material for classroom learning

These items can be given away for free or sold by your school to parents as part of fundraising initiatives.

Content covered by this licence includes school carol concerts, talent shows, assembly performances, displays or recordings for curriculum requirements.

Why do I need a licence?

The use of music within recorded or copied products requires two permissions to be obtained:

- the copyright in the musical work, looked after by MCPS, who represent the composers, songwriters and music publishers
- the copyright in the sound recording, looked after by PPL who represent performers and record companies

Are there any restrictions on the licence?¹

The licence permits up to 120 minutes of music per product.

There are some uses of music that are excluded from this licence such as:

- Recording television programmes – this requires a licence from the Educational Recording Agency era.org.uk
- Promotional/training materials – any products that could be deemed promotional, such as a school prospectus DVD or materials used for teacher training would require prior approval from the rights holders
- Grand Rights – productions such as a musical theatre play, ballet or opera where characters and storylines are depicted will require a 'Grand Rights' licence to be obtained directly from the rights holders

¹These are the main restrictions. Please refer to the licence for the full list of restrictions cefm.co.uk/mcps

- Copying for broadcast or public performance – for example, instructors copying music to use in their exercise classes requires a ProDub licence [prsformusic.com/produb](https://www.prsformusic.com/produb)
- Online – Schools website, intranet or other digital services may require a LOML licence [prsformusic.com/loml](https://www.prsformusic.com/loml)
- Use of personal music streaming or other subscription services
- Public Performance – the showing or playing of a recorded product in public (i.e. school performances to family members and/or other students) requires a Public Performance licence from *PRS for Music* and PPL which can also be obtained via CEFM [cefm.co.uk/licensing](https://www.cefm.co.uk/licensing)

This is a non-exhaustive list. If you need confirmation on your music use please contact CEFM who can help ensure you have the correct permissions in place.

Full terms and conditions of the licence can be found here: [cefm.co.uk/mcps](https://www.cefm.co.uk/mcps)

How much does a licence cost?

Number of Copies	Annual Licence Cost	Inc. VAT
1-50	£38.59	£46.31
51-100	£64.31	£77.18
101-250	£115.77	£138.92
251-500	£192.94	£231.53
501-750	£270.12	£324.15
751-1000	£334.44	£401.33

²Schools covered by the DfE licence include all state-maintained schools (including, but not limited to, free schools, academies and pupil referral units, and any nurseries, pre-schools or playgroups forming part of any school, but, for the avoidance of doubt, excluding sixth form colleges, universities and other institutions of further and higher education) in England.

W: [cefm.co.uk](https://www.cefm.co.uk)

T: 01494 836227

E: mcps@cefm.co.uk

The Department for Education (DfE) has agreed and paid for a licence to cover state maintained schools² in England for the production of up to 1000 units per year.

Should your school wish to exceed this number of units please contact CEFM for a top-up licence.

If you are unsure if you are correctly licensed please contact CEFM.

I already have a public performance licence from *PRS for Music* and PPL, why do I need this licence?

Public performance licences from *PRS for Music* and PPL cover performances in public of *PRS for Music* and PPL repertoire. The Schools Limited Manufacture Licence is for the copying of music and issuing those copies to the public. Therefore a different licence is required.

Are there any situations when a school does not need to obtain a licence?

- There is an exemption for the use of music by educational establishments in certain circumstances. Please contact CEFM to confirm if your content qualifies for an exemption.
- You do not need a licence from MCPS or PPL in the unlikely event that all the music you are recording are either (a) no longer protected by copyright, or (b) not otherwise controlled by MCPS or PPL.



This is a summary of the licence. Please refer to the full terms and conditions for details of the licence terms.