



No. 816
SECTION: Operations
TITLE: Video Surveillance
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Adopted: August 18, 2016
Re-Authorized September 2018
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Video Surveillance

1 PURPOSE

The Board recognizes the Charter School's responsibility to maintain order and discipline on school property and in school vehicles. The Board also desires to afford students and staff privacy in respect to the records maintained by the school. Therefore, video surveillance will be used as a security measure. Information obtained from the cameras shall be used for safety and security purposes and for law and policy enforcement. While cameras are not a guarantee of safety they do serve as deterrents.

This policy therefore regulates the use of surveillance cameras to protect the legal and privacy interests of the School and School community. This policy applies to all School persons and organizations in the use of surveillance systems and devices for monitoring and/or recording activity.

This policy does not apply to the use of video for non-surveillance purposes

2 AUTHORITY

The Board deems it appropriate to provide for the use of video camera surveillance on, school owned vehicles, school grounds and in school buildings.

3 DELEGATION OF RESPONSIBILITY

Only personnel, as determined by this policy and/or authorized by the CEO or designee, will be involved in, or have access to surveillance camera data.

The use of video surveillance equipment in school buildings, school-owned vehicles and on school grounds shall be supervised and controlled by the Dean of Students.

4 PROCEDURES

The School reserves the right to place video surveillance cameras where necessary and appropriate. Authorization for placement of additional cameras must be obtained from

the CEO or designee. No unauthorized surveillance cameras or recording is permitted. Surveillance camera data is property of the school.

Video will be preserved until disciplinary action or disposition of physical damage is reached, when a policy violation has occurred or the data has been released for destruction by legal counsel if involved in litigation or law enforcement. Surveillance recordings not used for these purposes will be erased by reuse on a regular rotation.

Recorded video is not made directly available to school employees, students, parents, or the general public. In the event that a security incident occurs, the incident should be reported to the school administration, the Dean of Students will review the recorded video and make a determination if any video relevant to the incident is available. This video will be used by the Dean of Students and CEO to investigate and resolve the reported security incident.

Requests to provide copies of the video recordings directly to school employees, students, or parents should be made to the CEO. All such requests will be determined with consultation of legal counsel.

Requests to provide copies of video recording directly to the general public will not be accommodated. If a crime has been committed, the requesting party should be encouraged to report it to the police. If it is believed that recorded video from the school would assist in the investigation of this crime, the police should be told to contact the CEO. If relevant video is available, a permanent video clip of the incident will be produced and made available to the police. All requests for video recordings by law enforcement agencies shall be coordinated through the CEO and the school's legal counsel.