

<i>Policy</i>	<i>Title</i> <b>SECURITY CAMERAS IN SCHOOLS</b>	<i>Code</i> <b>ECAF</b>
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***HOLLISTON***

The Holliston School Committee works to maintain a safe and secure environment for its students, staff, visitors, and facilities. Security means more than having locks and making certain that doors are locked at the proper times. Security also means minimizing fire hazards, reducing the possibility of faulty equipment, keeping records and valuables in a safe place, protection against vandalism and burglary, the prosecution of vandals, and developing crisis plans.

The Holliston School Committee authorizes the use of security cameras in school district buildings and on its property to ensure safe and supportive schools for all students and staff. The cameras may be used to prevent vandalism and other negative behavior; to safeguard district buildings, grounds and equipment; and to monitor unauthorized individuals in or on school property. Security cameras may be used in locations as deemed appropriate by the Superintendent or designee in consultation with school officials as well as local law enforcement and emergency response agencies. They may be used in any area, inside or outside of school buildings, where there is no reasonable expectation of privacy.

The Holliston Public Schools (HPS) shall notify students and staff through student and employee handbooks and appropriate signage that security cameras have been installed and may be used at any time. Students or staff identified on security cameras in violation of School Committee policies may be subject to disciplinary action.

The Superintendent or designee shall ensure that proper procedures are in place and are followed regarding use, viewing, disclosure, retention, disposal and security of video recordings or photographs from security cameras in accordance with applicable laws and regulations. A video recording used for security purposes in school district buildings and/or on school property shall be the sole property of the school district. All video recordings will be stored in their original format and secured to avoid tampering and to ensure confidentiality in accordance with applicable laws and regulations. Access to video recordings from security cameras shall be limited to school administrators (Superintendent/designee, School Principal/designee). Law enforcement and emergency response officials shall be granted access to video recordings or the security system after giving prior notice to the Superintendent/designee.

The Superintendent may, from time to time, issue further procedural guidance that is consistent with current laws and this policy.

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Third Reading:	Waived
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Policy Reviewed:	
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Legal References:	

SOURCE: MASC